



# Supervisor – Out of School Care Program

**(2 positions)**

**Location:** West Kelowna or Rutland Area Elementary School

**Schedule:** 30 hrs./week Monday – Friday

**Competitive wage:**

- Starting at \$17/hr.
- 3 weeks paid vacation
- paid sick days
- sick days for family members
- great benefits
- swim & gym memberships to multiple locations in Kelowna, including the H2O Adventure + Fitness Centre
- Annual YMCA Pension contribution of 5%

**Starting August 20<sup>th</sup> to 27<sup>th</sup>:**  
Interviews will commence upon resume submission.

Working at the YMCA means you are part of a fun, positive working environment. At the YMCA, people are our greatest asset. We provide professional development opportunities, free trainings, and opportunities for growth and promotion.

Last year 20,500 children in the Central Okanagan participated in YMCA child care, community programs, camps and recreational programs. Currently, the YMCA of Okanagan child care division serves over 500 families with over 60 staff. With 2 new multi-age locations opening in Penticton and central Kelowna, we will continue to grow and provide best-in-class care and programming for more families in the Okanagan. With our growth comes opportunities for you to grow and succeed with us!

If you believe in the potential of children and want to help us build healthy communities, this is the job for you! You will ensure the safety of the children in your program. Plan utilizing our “Place to Connect” philosophy along with instilling the Y’s core values of caring, respect, responsibility and honesty. The Supervisor of OOSC adheres to provincial licensing regulations for children in kindergarten to grade six. Supports optimal developmental growth as children actively engage in sport, outdoor play, swimming, science, arts and crafts and community out trips.

## Major Responsibilities and Abilities:

- Plan, implement, lead, and evaluate program plans in accordance with program objectives and goals
- Establish and maintain positive daily communication and interaction with families, providing quality support for children, and building meaningful relationships
- Operates the center within the YMCA’s child behavior management guidelines
- Supports implementation of play based educational programming, including interactive play, literacy, mathematics, science, building, drama, games, team building, daily physical activity, and sports
- Participates in YMCA of Okanagan community initiatives such as Strong Kids Campaign, Healthy Kids Day, etc.
- Provide guidance, coaching, and feedback to program leaders and volunteers during program times.

## Qualifications:

- Minimum of 1 year programming activities and working with children and/or people management
- Must be 19 years of age (as per provincial licensing standards)
- Must have current First Aid Certification - CPR-C
- Upon request provide 3 references. A minimum of 2 will be professional in nature (e.g. Employer, Supervisor or Colleague) required



- Successful candidates will be required to provide a current and satisfactory Criminal Reference Check/Vulnerable Sector Search. The YMCA will provide applicable instructions and paperwork

### Competencies:

**Commitment to Mission, Vision and Values:** Demonstrates and promotes a personal understanding of and appreciation for the mission, vision and values of YMCA of Okanagan.

**Service Attitude:** Identifies needs and wants of members/participants as priority and responds in an effective and timely manner to enhance every person's Y experience.

### Application Process:

Please apply with cover letter and resume to:

**Colleen Keeler** - Manager, Child Care Programs

[ckeeler@ymcaokanagan.ca](mailto:ckeeler@ymcaokanagan.ca)