

Fairfield Gonzales



Community Association

Job Posting:

Out-Of-School Care Team Leader

Rate of Pay: \$16.00, depending on experience **Probationary period:** \$15.00 for new hires

Start date: September 6, 2011

End date: June 28, 2012

Hours of Work: 0-22 hours/week inclusive of staff and team meetings

Monday 2:30-6:00 Tuesday 2:30-6:00 Wednesday 2:30-6:00 Thursday 2:30-6:00 Friday 2:30-6:00
(Shifts vary according to Manager's discretion)

JOB DESCRIPTION

Reporting directly to the on-site Manager and Child Care Coordinator the successful candidate will provide support to the OSC program in the following ways:

- Develop and maintain a positive learning environment which provides children with opportunities for success
- Self-directed when implementing individual and/or group activities
- With the Manager's approval, organize and facilitate monthly programming and team meetings
- Ensure all licensing regulations are understood, practiced and are adhered to
- Maintain the aesthetic appearance of the physical spaces in a child centered and responsible manner
- Attend team meetings and staff meetings and training sessions
- Communicate with Manager and staff to promote an open, collaborative environment

REQUIREMENTS AND QUALIFICATIONS

- Ability to understand and apply current recreation, child development, and child care philosophy
- Self-directed and confident when delivering quality school aged programs
- Excellent inter-personal and customer service skills
- Previous experience working with children in a licensed child care or recreation based setting
- Maintain accurate records
- Strong written and oral communication skills
- Standard First Aid and CPR (C)
- Criminal Record Check
- Record of immunization
- A Dr's note indicating that you are "physically and psychologically capable of working with children and carrying out assigned duties in a community care facility"
- Have completed a course, or combination of courses, of at least 20 hours duration in child development, guidance, health and safety or nutrition
- Minimum 19 years of age

WORK SETTING: Fairfield Gonzales Community Association (Margaret Jenkins OR Sundance OR Fairfield)

Interested individuals are requested to forward their resume, with a cover letter, to Candace Negm, Child Care Coordinator, either in person or email (osc@fairfieldcommunity.ca)

Position will remain open until suitable candidate is found