



YMCA of Greater Vancouver Employment Opportunity

Date Posted: March 15, 2019
Position Title: Team Leader, Family Development Centre
Location: Robert Lee YMCA, Vancouver, BC
Terms: Permanent, Part-time
Shifts: 24 hours per week
Salary: 0-519 Hours \$16.97 per hour
After 520 \$17.50 per hour
After 1100 \$18.56 per hour
After 2500 \$19.56 per hour
This position is eligible for benefits
Start Date: As soon as possible
Reports To: Manager, Family Development Programs

Situation:

The YMCA of Greater Vancouver is a charity dedicated to strengthening the foundations of community, by nurturing the potential of children, teens & young adults, promoting healthy lifestyles, fostering a sense of social responsibility and delivering lasting personal and social change. We are building a community in which a generation of children and families reach their full potential. Our values guide our decision-making and behaviour—we do the right thing, put people first, keep our promises and lead by example.

For over 130 years, we have been part of the community, a place where people of every age and background find the support they need to grow in spirit, mind and body. One of the Lower Mainland's leading charities, the YMCA of Greater Vancouver provides services in health, fitness & aquatics, child care, camping, employment & community services to over 120,000 participants annually.

Nature & Scope:

The Team Leader will report to the Family Development Programs Manager and work collaboratively with other staff and volunteers. The Team Leader is primarily responsible for providing support and delivering family focused programming and services. Program focus will include: Kids Night Out, Birthday Parties and Childminding. The Team Leader must be confident independently facilitating Family Development programs such as: Music and Movement Class, Preschool aged cooking class, Birthday Parties, Gym Programs)

Major Responsibilities:

- Actively interact with children, families, and youth in a positive and professional manner
- Build meaningful relationships through positive interaction with YMCA program participants
- Interact directly with children and encourage interaction between children
- Look after groups of children ages 6 weeks to 12 years old in childminding
- Create and maintain a positive atmosphere and build positive self-esteem and confidence in children
- Assist with the planning and implementation of safe and fun YMCA Child & Youth programs in accordance with YMCA standards, YMCA Child Protection policies, and YMCA Healthy Child Development principles
- Establish and maintain positive communication with parents
- Maintain an atmosphere of achievement that inspires self and others to succeed at the highest levels
- Ensure program design, lay-out, and offerings meet the needs of all participants at various levels
- Ensure the safety of all members, participants, staff, and property by following YMCA standards/policies/procedures and ensuring they are maintained amongst all program participants

- Oversee the Family Development Centre when Manager is away, including ensuring adequate shift coverage, scheduling issues, and staff timecards
- Maintain a neat, orderly, and clean environment, including all program areas, common spaces, and washrooms
- Assist with training new staff/volunteers in procedures and practices
- Remain flexible – willing to learn new skills, alter shifts
- Attend staff meetings, planning sessions and training events as required
- Maintain regular attendance, punctuality and be appropriately dressed and well groomed
- Promote philanthropy through the YMCA's annual Strong Kids Campaign

Requirements:

- Certificate or Diploma in Child & Youth studies, Physical Education, Recreation Management, Early Childhood Education or a related field
- Experience with developing and facilitating community based programming and services for a wide demographic base
- Comfortable working with children ages 6 weeks to 12 years old
- Experience training and supervising staff and volunteer teams
- Ability to be flexible, adaptable and multi-task in high demand environment
- Exceptional interpersonal, communication and conflict resolution skills
- Be comfortable working independently
- Current Standard First Aid and CPR-C & AED certificate
- Food Safe Certificate an asset
- High Five training an asset
- Experience teaching physical literacy to children an asset
- Successful candidates will be required to provide a current and satisfactory Criminal Reference Check/Vulnerable Sector Search issued no later than six (6) months preceding your start date

Application Process:

Internal Applicants: Please apply online through the ADP Workforce Now Career Center.

External Applicants: Please apply using the link below:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=2b4cd153-66c2-4524-9a1c-714e9e1780df&jobId=280483&lang=en_CA&source=CC3&cclid=19000101_000001

Application Deadline: 6:00pm on March 25, 2019

*Thank you for your interest and application.
Due to the high volume of applications received, only short-listed candidates will be contacted.*



The Standards Program Trustmark is a mark of Imagine Canada used under licence by the YMCA of Greater Vancouver