

Job Opportunity



Why the Y?

The YMCA of Southwestern Ontario is committed to the development of healthy communities. Our locations, programs and services are designed to help our members and participants grow in spirit, mind and body and are open to people of all backgrounds, beliefs, and abilities.

At the YMCA

you will feel connected to community, when your work positively influences the lives of others in so many ways.

- you will meet new people, while working at one of the most respected human services organizations in the world
- you will expand your knowledge base, where you can flourish in values-based environment.
- you will have career development opportunities where you build a better future for yourself and others.
- you will experience a rewarding job by helping support the building of healthy communities.

The YMCA of Southwestern Ontario is a multi service, non-profit values-based charity that serves Windsor-Essex, Sarnia-Lambton, Chatham-Kent, London, Middlesex-Elgin, Huron-Perth, and Oxford counties. Our services include: Childcare Services, school age programs, camp programs, health and fitness branches, community programs and newcomer services across the region. Our commitment includes a special focus on the region's children and youth. From the kids in our camps and those participating in soccer and swimming lessons, to youth who are new to our communities from around the world, the Y is committed to helping our next generation to grow and thrive, as healthy individuals and passionate future leaders.

Y not join the thousands of members, employees and volunteers and share our vision of a healthy community?

As we continue to grow, we have a need for the following position:

Position/Term: School Age Director; Windsor/Essex County – Full Time Permanent

Location: Windsor/Essex County; Central Office Located at the YMCA Windsor at 500 Victoria Ave.

Start Date: ASAP

Qualifications & Experience:

- BA or Community College Diploma related to children, families, social services, or education
- Minimum of 2 years of related supervisory experience
- Current member of the College of Early Childhood Educators is an asset
- Valid Standard First Aid certification including infant and child CPR issued by a training agency recognized by the Workplace Safety Insurance Board
- Food Handler's Certification is an asset
- Current and acceptable Criminal Record Check and Vulnerable Position Screen is a condition of employment for all staff and volunteers.

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- Knowledge of the Early Learning Community is an asset
- Excellent communication skills, both written and verbal
- Valid Driver's License and reliable vehicle for frequent travel to multiple schools
- It is a YMCA of Southwestern Ontario requirement that all employees and volunteers be fully vaccinated against COVID-19. Exemptions will be granted upon receipt of acceptable proof of a permissible Human Rights Code ground.

Compensation/Benefits: \$44,400 - \$47,000 annually, plus \$2/hour wage enhancement grant

- A discount on our Childcare and Camp programs
- Vacation entitlement in accordance with the employment standards regulations
- May be entitled to up to 12 paid personal days – applicable with position and contract length
- Benefits package - applicable with position and contract length

Schedule:

- Monday – Friday; 37.5 hours per week
- Hours fluctuate between 6:00am-6:00pm

Responsibilities:

- Oversee YMCA Before and After School programs for a grouping of schools located in Windsor/Essex County.
- Support, coach, and mentor front line educators daily in a professional and positive manner.
- Design and implement an inclusive learning environment that follows the YMCA Curriculum, ensuring that all areas of development are addressed by educators daily.
- Articulate How Does Learning Happen, a play-based learning curriculum approach to families, community and outside agencies with confidence and clarity
- Demonstrate YMCA Core Values- Respect, Responsibility, Honesty, Inclusiveness, and Caring- in all daily interactions.
- Maintain accurate records, files and forms as required by the Ministry of Education and the YMCA of Southwestern Ontario.
- Always liaise with parents and community contacts in a professional manner.
- Continuously practice clean culture, ensuring program classrooms are clean, organized, and professional looking at all times.
- Implement, practice and mentor daily, the YMCA of Southwestern Ontario Program Statement.
- Utilize age-appropriate child coaching and mentoring techniques in all interactions with the children
- Complete purchasing and delivery for snacks, program supplies, and purchased equipment for assigned locations.
- Support in program as needed, due to staff absences

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- Ensure the program policies and procedures, as well as the day-to-day operation, are in accordance with the regulations of the Program and Early Years Act. (2014).
- Ensure compliance with the policies and procedures of the YMCA of Southwestern Ontario, including Health and Safety, Child Protection and Risk Management.
- Follow the Public Health and Fire Regulations/Requirements.
- Evaluate program quality as required utilizing the audit tools and systems.
- Manage budget for multiple sites.
- Build and maintain strong community partnerships (i.e. school personnel etc.).
- Process all registrations in a timely manner and monitor enrollment.

To Apply:

1. In your cover letter, specifically state the position you are applying for and location. Please include specific information detailing how you meet the qualifications we require for this position.
2. Submit your cover letter, resume, and applicable attachments to Denise Peters at denise.peters@swo.ymca.ca by end of day **June 24th, 2022**.

We thank all applicants for their interest; however only those selected for an interview will be contacted.

The YMCA of Southwestern Ontario is committed to providing a barrier-free environment for all stakeholders including our members/participants, employees, job applicants, suppliers, and any visitors who may enter our premises, access our information, or use our services. As an organization, we respect and uphold the requirements set forth under the Accessibility for Ontarians with Disabilities Act (2005), and its associated standards and regulations.

Want to know more about us, visit us at: <https://www.ymcaswo.ca/>
<https://www.facebook.com/YMCAofSWO/>