

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: Care for Newcomer Children Lead Educator (SDR-Staff with Designated Responsibility)

Location: Windsor Learning Centre - 500 Victoria Ave, Windsor Ontario

Start Date: August 29, 2022

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Qualifications & Experience:

- Minimum of 2 years' experience working with children
- Early Childhood Education with RECE Certification with the College of ECE
- Current CPR level C / Standard First Aid
- Current and acceptable Criminal Record Check with Vulnerable Sector Screening is a condition of employment for all staff and volunteers
- Proof of immunization and health check up
- The job involves working with young children which includes lifting and participating in physical activities
- Must be flexible, adaptable, and able to meet deadlines
- Strong interpersonal, leadership, organizational and administrative skills
- Self-motivated and able to work well independently and in a team environment
- Understanding and awareness of settlement issues and the concerns of newcomer children and their parents
- Ability to resolve issues and concerns of newcomer parents
- Fluency in additional language in at least one common newcomer language (an asset)
- The YMCA of Southwestern Ontario has a mandatory COVID-19 vaccination policy. It has been suspended effective June 30, 2022. The policy may need to be re-instated in the future should our public health situation become such that it would be a recommended requirement

Compensation/Benefits:

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

Schedule:

- The Long-Term Care Program operates between September and June with breaks in December and March, Monday – Friday day shifts
- The Short-Term Care Program operates occasionally as needed year around (including summer months), may also include hours during December and March breaks, Monday – Friday occasional day and/or evening shifts
- Staff are required to be available 12 months a year

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Responsibilities:

- Follow YMCA of Southwestern Ontario policies and procedures
- Act as a YMCA ambassador, demonstrating YMCA core values in your daily work
- Follow all CMAS Requirements and/or Ministry of Education licensing requirements, Policies and Procedures
- Maintains overall responsibility for CNC being provided at a site
- Provide supervision and activities for newcomer children while their parents are receiving language skills and settlement services
- Plan or oversee the planning of appropriate activities for children in accordance with the program philosophy and/or YMCA Program Statement if in licensed program
- Work with CNC Manager and other staff to identify program needs
- Support, coach, and mentor educators daily in a professional and positive manner
- Implement, practice and mentor daily, the Program Philosophy and/or YMCA Program Statement
- Ensure compliance with the policies and procedures of the YMCA of Southwestern Ontario regarding Health and Safety, Child Protection and Risk Management
- Maintain registration of children and parent orientation
- Ensure there are sufficient appropriate materials and equipment for the operation of a session
- Maintain records, including Registration Form, Attendance Form, Child Information Form, and Session Management Forms etc.
- Inspect CNC Space for safety issues and complete a Space Safety Checklist when required
- Foster teamwork among staff in the provision of CNC
- Attend meetings and workshops as directed by the CNC Manager

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 **before end of day Thursday August 4th, 2022**. Email to: kelly.upcottschmidt@swo.ymca.ca

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/>