



Job Opportunity



YMCA Child Care

Join the Y Child Care Team!

Be the Spark! Join our professional and passionate team of early childhood educators and be the spark that ignites the potential in others. YMCA of Southwestern Ontario is one of the largest not-for-profit providers of licensed child care in Canada and we have been making a positive difference in the communities we serve by providing quality childcare for over 50 years!

At the Y, we are committed to providing you with opportunities to develop your knowledge, skills, and career while you enhance the experience of the children and families that we serve.

Position: CES Assistant Director

Licensed Child Care Location: University YMCA Child Care Centre

Start Date: October 16, 2023

Compensation: \$43,329.00 - \$45,084.00 based on experience (additional wage enhancements will be added to salary)

As part of your total compensation:

- Receive a complimentary YMCA membership to our Health & Fitness facilities, and discounts on YMCA child care and camp programs
- Access vacation entitlement (10 days), and up to 12 paid personal days annually
- Benefits package and Pension applicable with position/contract length
- Be part of a caring and supportive network of people to help each other succeed
- Complimentary access to wellness and counselling services
- Contribute to real, meaningful impact in the lives of children and youth

Schedule:

- 7.5-hour workday Monday through Friday (no weekends)
- 37.5-hour work week
- Required to rotate shifts that cover the full hours of operation of the centre



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In this role, you will:

- Supports the Director with day-to-day operations of the centre, including staffing, family engagement, inclusive programming, and YMCA quality outcomes.
- Supports the director to follow and ensure the program policies and procedures, as well as the day-to-day operation, are in accordance with the regulations of the Program and The Ministry of Education, Child Care Early Years Act. (2014), YMCA of Southwestern Ontario, Public Health and Fire Regulations for licensed childcare centres
- Supports the Director with the implementation of an inclusive play-based curriculum that includes How Does Learning Happen and the YMCA Curriculum
- Evaluate program quality as required utilizing the audit tools and quality initiatives and required records for compliance.
- Demonstrate YMCA Core Values- Respect, Responsibility, Honesty, and Caring- in all daily interactions.
- Implement, practice and mentor daily, the YMCA of Southwestern Ontario Program Statement
- Maintain accurate records, files and forms as required by the Ministry of Education and the YMCA of Southwestern Ontario.
- Liaise with parents and community partners in a professional manner maintaining an inviting and inclusive environment.
- Support all registrations of children, monitor enrollment, and support occupancy goals of the centre.
- Will be responsible for a team of staff and manage Human Resource requirements for employees as needed.
- Utilize age and developmentally appropriate child coaching and mentoring techniques in all interactions with the children.
- Work collaboratively with the Assistant Directors and Directors of the YMCA Programs

Education and Skills Qualifications:

- An Early Childhood Educator Diploma or diploma or degree in a related field of study combined with related experience within a childcare environment.
- Registered (and in good standing in the College of Early Childhood Educators (CECE)
- Graduates in a related field of study must be members of their associations as required
- Valid Standard First Aid and CPR Level C certification or include the date of training scheduled within the next three months. Training cost and time is at the expense of the applicant and not reimbursed.
- Applicants are required to be a minimum of 18 years of age to acquire a current Vulnerable Criminal Reference Check (less than 6 months old)
- Up-to-date immunizations required by Public Health and the Ministry of Education and YMCASWO
- Ability to use frequent light to medium physical effort: lifting to 20 kg (44 lbs.), bending, and stooping
- Legally entitled to work in Canada



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Why The Y?

The YMCA of Southwestern Ontario is committed to the development of healthy communities and welcomes people of all backgrounds, beliefs, and abilities. We are committed to helping our employees reach their full potential and are recognized by Forbes as one of Canada's Top Employers. We offer meaningful employment and the opportunity to make a difference in the lives of individuals and families.



To Apply:

- Submit your cover letter, resume, and supporting documents via email to: emily.paulger@swo.ymca.ca. The job posting closes at midnight on **October 4th, 2023**.
- Include in your submission your specialized experience, and why you are the best candidate for this role. Please include the name of the position and location in your application.
- We thank all applicants for their interest; however only those selected for an interview will be contacted.

NOTE: 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.