



**YMCA of Central East Ontario**  
**Balisillie Family Branch-Lakefield**

**POSITION VACANCY:** Childcare Afternoon Float/  
Housekeeping

**REPORTS TO:** Childcare Supervisor

**STATUS:** Nov. 28th/16 - May/17  
Maternity Leave Contract

**OVERVIEW:**

The YMCA of Central East Ontario is a charity committed to strengthening the foundations of community. We are dedicated to helping people grow in spirit, mind and body.

All offers of employment will be subject to the provision that the successful incumbent provides the YMCA of Central East Ontario with a current (within 30 days of hire) and satisfactory Police Records Check with vulnerable sector screening.

**KEY RESPONSIBILITIES:**

- Responsible for centre closure and all duties pertaining to such
- Responsible for cleanliness of the childcare and housekeeping duties
- To plan and implement age appropriate activities and to present a safe/clean and visually appealing environment in accordance with the Ministry of Education regulations.
- Ensures that the YMCA's "Playing to Learn" curriculum is followed and all standards are exceeded with respect to the quality assurance and guidelines.
- Incorporates learning experiences designed to meet the individual needs of the children, using a variety of teaching techniques
- To establish and maintain positive daily communication with children, families, YMCA staff and community contacts
- To act as a professional role model for children, volunteers, students and fellow staff members
- To work together as an integral part of a team that meets the social emotional and physical needs of all children in the childcare program.
- Participate in all YMCA trainings, workshops, meetings and childcare events
- Provide positive social experiences including sharing, cooperation and role modeling the YMCA core values – Honesty, Respect, Responsibility, Caring and Inclusiveness
- Other duties as assigned by the Childcare Manager/Supervisor

**WORKING CONDITIONS:**

- Standard First Aid, CPR-Level C
- Successful Criminal reference check and vulnerable sector check
- Multitasking and time pressures

**EDUCATION/TRAINING/QUALIFICATIONS:**

- Registered Early Childhood Educator an asset
- EA/Rec & Leisure diploma/Child and youth worker
- Strong interpersonal skills

**EXPERIENCE:**

- Knowledge of the Childcare Early Years Act
- Knowledge of experience with Playing to Learn an asset

**CORE COMPETENCIES:**

Commitment to Organization Vision & Values	Demonstrates and promotes a personal understanding of and appreciation for the mission, vision, strategic outcomes and values of YMCA
Relationship Building & Collaboration	Builds positive interactions, both internally and externally to achieve work related goals.
Concern for Health & Safety	Acknowledge and understands how to manage and educate others of risk and harm reduction.
Integrity	Demonstrates responsible behavior at all times and maintains high ethical standards.
Child & Youth Focused	Commits to assisting growth and development among young children.

If you are interested in this position please send a letter of application and resume no later than 4pm on Monday Nov.21<sup>st</sup>, 2016

Please send resume with cover letter to:

Crystal Read  
Childcare Supervisor  
YMCA of Central East Ontario – Lakefield  
crystal\_read@ymca.ca

We appreciate your interest in a career opportunity with the YMCA of Central East Ontario. Please note that only those selected for an interview will be contacted.

The YMCA of Central East Ontario is committed to an environment that is barrier free; if you require accommodation during the hiring process, please inform us in advance so that we can arrange reasonable and appropriate accommodation. The YMCA of Central East Ontario values the diversity of people and communities and is committed to excellence and inclusion in our Association.