

Employment Opportunity

Position Title: Child Care Worker, Out of School Care	Position Number: 2019-87
Department: Child, Youth and Family Services Location: Saanich Peninsula Presbyterian Church	Days/Hours of Work: On Call - Hours include: Monday - Friday 7-9:15am OR 2:15-6pm
Compensation: \$16 per hour, plus 8.6% in lieu of benefits	Posting Period: August 21 – Until filled
Start Date: September 3, 2019	Status: Casual Union: Exempt

JOB SUMMARY:

We are an award-winning and Accredited not-for-profit that helps people and improves lives through a range of programs and services, including providing extensive Child, Youth, Family and Counselling Services. We offer a competitive salary and a rewarding, stimulating work environment.

The Beacon's Nature Club Program provides nature based professional, licensed after-school care for 5 to 12 year-old children, at the Saanich Peninsula Presbyterian Church. The program includes numerous activities focusing on outdoor fun, learning and healthy socializing. Reporting to the Program Supervisor, the Child Care Worker joins a caring and compassionate team that provide an engaged and safe and environment.

DUTIES AND RESPONSIBILITIES:

- Implement nature based activities for the children
- Create and support inclusion for all children
- Overall supervision of the children registered in the program
- Ensure that the children are safe and well cared for
- Log attendance, noting any non-attendance communicated via phone calls, voice-mails or verbally to the school office
- Note all messages, and responses in the communication log for all staff
- Maintenance of open and frequent contact with the parents, referring issues to the program manager, or the Out of School Care Coordinator in the absence of the manager
- Organize, program plan, problem solve, and generally maintain a well-run care facility for children
- Ensure provision of varied programs of nature themed, creative activities, outings and supervised play, to meet the needs of the children in the program
- Maintain licensing standards, being fully aware of VIHA policies and procedures
- Ensure that the program room and equipment are clean and in good repair, this includes wiping tables, dish washing, etc. (daily and weekly duties)

- Help to prepare healthy snacks
- Attend staff meetings to program plan, organize and problem solve
- Model appropriate staff behavior for other staff and volunteers
- Discuss any noted staff problems with the supervisor

QUALIFICATIONS:

- Current WHMIS Certificate (Completion on hiring)
- Current Food Safety Certificate (Completion on hiring)
- Able to effectively use a computer and electronic devices
- Access to a computer and access to the internet

Must meet the Licensing Standards of a “Responsible Adult”:

- Must be 19+ years of age
- Must have completed 20 hours of education or training
- 3 positive references
- A clear Solicitor General Criminal Record Check
- Current First Aid Certificate (as per Licensing Regulation)

KNOWLEDGE, SKILLS AND ABILITIES:

- Able to provide a warm, caring learning environment
- Flexible to changing needs of the program and children
- Able to work successfully in a team environment
- Problem solving and multi-tasking skills
- Experience in an OSC program an asset

WE LIVE SAFETY!

The safety of our clients, staff and volunteers is a priority of Beacon Community Services. We promote healthy and safe working conditions in all of our operations. We are committed to continuously improving safety and *it is essential to this position*. We further support safety through the active participation and co-operation of management, supervisors, workers and joint occupational health and safety committees.

APPLICATIONS:

All interested applicants can [Apply Now!](#) quoting the position vacancy number 2019-88. Please note only those applicants who are selected to continue in the recruitment process will be contacted.