

View Royal Out of School Care

Child Care Leader

Hours of Work: Monday through Friday; Before School Care 7:00-9:00am

After School Care 2:15-5:45pm.

***Flexible with availability and student schedules

Wage: \$17-19 per hour

Main Purpose of the Job: Provide care and deliver programming for children in a ratio-based before and after school program, professional days, and spring camps.

Reports to: Manager

Direct Reports: Assistant Manager

Duties and Responsibilities:

- Responsible for the direct supervision of children (grade K-5) in a ratio-based licensed summer camp
- Develop and implement program plans such as games, activities, experiments, etc. and assist with snack preparation
- Maintain daily attendance records and communication logs
- Effectively communicate with children, parents, fellow staff members
- Ability to work well both as part of a team and with minimal supervision.
- Attend staff meetings and workshops as required.
- Adheres by the Society's policies described in the Staff Handbook, and by Licensing regulations
- Maintain confidentiality regarding the staff and families in our care.
- Other job related duties as specified in the Staff Handbook

Qualifications:

- Previous child care experience in a licensed child care and/or recreation based setting is an asset
- Experience with special needs is an asset
- Minimum 20 hours of courses in child development, guidance, health and safety, or nutrition; supporting documents required OR willingness to take an online Responsible Adult course
- Criminal Record Check – must be in good standing.
- Current Standard First Aid and CPR (C), copy of First Aid Certification required.
- Must be 19 years or older, as per licensing requirements

Working Conditions: The employee is required to work outdoors, and will be exposed to rain, sun and heat.

Physical Requirements:

- ***Strength Guidelines:***
The employee is expected to lift backpacks and sporting equipment (5-10lbs). In an emergency, the employee may be required to lift or move a child (40lbs+).
- ***Motion Parameters:***
The employee must be able to walk, jog, kneel and hike.
- ***Vision and Hearing Requirements:***
The employee is required to verbally communicate with children, parents and staff.
- ***Psychological Demands:***
The employee is expected to make quick decisions, supervise children, problem solve, read or write, and speak to a group of children.