



YMCA of Central East Ontario
Belleville

POSITION VACANCY: **Kids Kare Attendant**

EFFECTIVE: **December 2018**

REPORTS TO: Child, Youth and Family Program
Coordinator

STATUS: Part Time

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.

GENERAL ACCOUNTABILITY:

A Kids Kare Attendant is to supervise, and care for children ages 0-10, in a manner that reflects the Core Values and Mission of the YMCA of Central East Ontario.

KEY RESPONSIBILITIES:

- To provide quality, consistent service, and respond to children's needs.
- Continuously act to strengthen relationships/connections with children
- Respond to concerns in a positive and timely manner
- To work as a team member in all aspects of the Kids Kare room.
- To maintain the ordered arrangement, appearance, décor and learning environment of the Kids Kare room
- To maintain cleanliness of areas making sure areas are safe and hazard free
- To maintain safety, by having exit strategy knowledge.
- To maintain current qualifications and take training as required by this position and follow YMCA policies and practices
- Attend all staff meetings and professional development opportunities as assigned.
- Know, understand and follow the YMCA Core values of Caring, Honest, Respect Responsibility, and inclusiveness.

WORKING CONDITIONS:

- Variable Hours – regular shifts will include mornings, evenings and Saturdays
- Multitasking and pressures of a busy environment

EDUCATION/TRAINING/QUALIFICATIONS:

- Standard First Aid, CPR, & AED
- Satisfactory Criminal Reference Check
- OSSD

EXPERIENCE:

- Previous experience working with children 3-10
- Previous experience with infants 0-3, changing diapers, feeding, caring & comforting

CORE COMPETENCIES:

Integrity: Demonstrates responsible behavior at all times and maintains high ethical standards.

Service Orientation: Deliberately identifies and creates opportunities to enhance each and every person's YMCA experience.

Commitment to Organization Vision and Values: Demonstrates and promotes a personal understanding of and appreciation for the mission, vision, strategic outcomes and values of the YMCA.

Concerns for Health and Safety: Acknowledges and understands how to manage and educate others of risk and harm reduction.

Quality Focus: Ensures that all YMCA programs and services are superior.

Child and Youth Focused: Commits to assisting growth and development among children and youth.

All interested candidates are to submit a letter of application and resume to:

Lisa Redmond

Child, Youth and Family Program Coordinator
YMCA of Central East Ontario – Belleville Branch
433 Victoria Ave, Belleville, ON, K8N 2G1
Lisa.redmond@ceo.ymca.ca

Applications will be received until **November 30, 2018**

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.