



**YMCA of
Hamilton | Burlington | Brantford**

Child Care Supervisor

Positions available in Hamilton, Burlington, and Brantford

Salary Range: \$48,401 - \$66,000 (Commensurate with experience)

Position Status: Full-time with benefits and a complimentary YMCA membership and other program and service discounts

Placement: Immediate

Why work at the Y?

Our work environment is defined by respect, teamwork, opportunities for personal and professional growth and investments in the health and wellness of the people who are part of that team. We offer an array of total rewards to recognize loyalty, longevity, and passion for the work we do:

- Paid vacation entitlements that increase with seniority (subject to eligibility)
- Competitive total compensation packages
- Group health and benefits plans (includes medical, dental, and prescription medication, subject to eligibility)
- Generous pension plans with employer matching
- Free YMCA Health & Fitness Memberships
- Professional development opportunities including paid training and access to YMCA education scholarships
- Reduced rates for YMCA Child Care, Camp, and Child & Youth programs (subject to eligibility)
- Employee and Family Assistance Program (EFAP)
- Opportunities for career advancement

Nature & Scope:

This position reports to the Child Care Manager; hours of work are based on a full-time schedule, Monday to Friday.

The core functions of this role will require the incumbent to manage and mentor/coach staff as well as provide direct supervision to the Early Learning and School Age Child Care Centre teams, as well as problem solve parent concerns. This position may be required to work evenings and weekends. Additionally, incumbents must have their own transportation, excellent interpersonal skills, and an understanding and appreciation for the delivery of high quality child care services for children ages 18 months to 13 years.

The Supervisor provides leadership and stability in the development and direct delivery of program, as well as being an energetic, dedicated, and enthusiastic RECE professional able to exercise sensitivity and maturity in dealing with both children and adults.

Organizational Overview:

As one of the largest charitable community service organizations in Canada, the YMCA of Hamilton/Burlington/Brantford responds to critical social needs in the community and works to provide solutions. By nurturing the potential of children, youth and adults, the YMCA connects people to life-building opportunities, to each other and enhances their quality of life. We foster social responsibility and healthy living. The YMCA works collectively with community partners that share the YMCA's determination in strengthening the foundations of community for all people

This position requires a commitment to the YMCA mission and core values of: Belonging, Caring, Honesty, Respect and Responsibility, as well as, a commitment to building developmental assets in children and adults. All offers of employment will be subject to the provision that the successful incumbent provides the YMCA of Hamilton/Burlington/Brantford with a current and satisfactory Police Records Check. Positions responsible for the direct supervision of children and/or vulnerable persons will be required, in addition to a Police Records Check, to provide a Vulnerable Sector Screening Report at the time of hire.



Charitable Registration #
10808 3825 RR0001





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Responsibilities:

- Responsible for the direct supervision, recruitment, orientation, and performance management of a designated staff team
- Role models effective leadership behaviour that aligns with our YMCA core values
- Informs and educates staff on best practices and pedagogy, which translate into program delivery
- Ensures centre meets the licensing requirements of the Child Care & Early Years Act
- Ensures all human resource and childcare policies/procedures are applied consistently and measures are put in place to ensure transparency and fair processes
- Co-ordinates and establishes staff schedules, and completes payroll of designated program staff
- Participates in budget preparation and ongoing monitoring of expenses and revenue for the centre
- Develops and maintains business relationships with community groups, Municipalities, School Boards, staff, volunteers, participants and the Ministry of Education
- Create a Parent Advisory Committee and Chair monthly meetings
- Leads staff huddles and other meetings as directed
- Actively participate in Association initiatives involving the Annual Giving Program and other educational and promotional initiatives of the Association
- Assumes frontline responsibilities as required

Qualifications:

- Degree or Diploma in Early Childhood Education and a member in good standing of the College of Early Childhood Educators
- A minimum of 2 to 5 years supervisory experience in a child care setting
- Previous YMCA experience is an asset
- Current Standard First Aid and Infant/Child CPR & AED certification (Level C)
- Demonstrated ability in leading, coaching and cultivating a work environment of collaboration and teamwork
- Experience in recruitment, hiring, performance management and training of staff
- Experience in developing and managing a budget
- Strong interpersonal communication skills, both written and verbal
- Proficient computer skills using Microsoft Office, email and/or internet applications
- Strong understanding and ability to articulate and implement the YMCA Playing to Learn curriculum
- Demonstrated knowledge of current and emerging ministry directions and curriculum
- Current Police Records Check/Vulnerable Sector Check
- **If you are hired, prior to your start date and as a condition of employment, you will be required to provide proof that you are fully vaccinated against COVID-19 or have a valid Human Rights exemption.**

Why Work for the YMCA?

As a charitable organization, the YMCA values the contributions of its diverse teams. We recognize the importance of providing meaningful opportunities that allow employees to grow and thrive. At the YMCA of Hamilton/Burlington/Brantford, in addition to fair wages, we offer a complimentary general membership with additional options for family participation. A comprehensive benefits program is also available to employees including a competitive and robust pension program. YMCA Employees enjoy a generous vacation entitlement that increases with seniority, as well as other paid entitlements. All employees have access to an Employee Assistance Program which provides confidential counseling and referral services as well as preventative education. Additionally, the YMCA understands the holistic needs of its employees is equally important and attempts to support these goals by offering a variety of staff discounts on the programs and services that support good health and strong families. We look forward to welcoming you to the YMCA.



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Competencies

Child & Youth Focused

Commit to assisting growth and development among children and youth.

Leadership

Guides, motivates and inspires self and others to take action to achieve desired outcomes

Concern for Health & Safety

Acknowledges and understands how to manage and educate others of risk and harm reduction.

Relationship Building and Collaboration

Builds positive interactions both internally and externally to achieve work related goals.

Creativity and Innovation

Develops new ways or adapts existing ideas to help achieve desired results.

Quality Focus

Ensures that YMCA programs and services are superior

Planning and Organization

Establishes clearly defined and effective course of action for self and others to accomplish short term and long term work goals

Internal Applicants:

The YMCA of Hamilton/Burlington/Brantford encourages employees within the Association, as well as those employed within the Canadian YMCA/YMCA-YWCA Federation to submit their application.

Please note that in so doing, the YMCA of Hamilton/Burlington/Brantford reserves the right to contact the applicable YMCA or YMCA-YWCA for purposes of seeking an employment reference throughout the recruitment process.

Please ensure that prior to submitting your application that you have disclosed to your current supervisor, your intention to submit your application. By submitting your application, you understand and agree to allow the YMCA of Hamilton/Burlington/Brantford to contact your current Association.

How to apply?

If you are interested in this position, please [CLICK HERE](#) to complete the Child Care Supervisor Employment Application and follow the instructions for submitting your cover letter and resume.

We thank all applicants, however, only those considered for an interview will be contacted.

Accessibility:

The YMCA of Hamilton/Burlington/Brantford is committed to creating an inclusive environment that accommodates all individuals, including those with disabilities. We support the goals of the *Accessibility for Ontarians with Disabilities Act (AODA)* and have established policies, procedures and practices which adhere to the accessibility standards set out in the AODA. Should you require any accommodation throughout the recruitment process please do not hesitate contacting our Human Resources Department.

The YMCA of Hamilton/Burlington/Brantford is an equal opportunity employer.



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