



**YMCA of  
Hamilton | Burlington | Brantford**

## **Beyond the Bell Educator**

Positions available in Hamilton and Burlington, Ontario, and Six Nations of the Grand River (Ohsweken, Ontario).

**Salary Range:** \$17.00/hour

**Position Status:** Part-time

**Placement:** Immediately

### **Nature & Scope:**

The Beyond the Bell Educator reports directly to the Beyond the Bell Supervisor. This position is responsible for the supervision of children, creating and facilitating the delivery of safe, age-appropriate programming in an after-school program. The Educator is dedicated to improving children's academic competencies, values and physical well being. The Beyond the Bell Educator will work as part of a team that will empower students aged 6-11 to reach their full potential by building capacity to engage and success in their education.

### **Responsibilities:**

- Ensures safe, quality programs for participants and staff.
- Collaborates with other staff, including the Supervisor, to ensure compliance of YMCA program standards.
- Responsible for the completion and submission of weekly reports, evaluations and daily documentation with a focus on detail and accuracy.
- Maintenance and evaluation of program equipment and materials.
- Will identify problems and ensure issues are addressed by the appropriate manager/supervisor.
- Models and complies with policies, procedures, best practices and employee expectations as established by the YMCA.
- Works closely with the Beyond the Bell Supervisor ensuring program plans and activities are coordinated and meet the developmental and academic requirements of the program participants.
- Available to work a regular schedule between Monday and Friday from 3:00 p.m. to 6:00 p.m., however, is able to maintain flexibility in his/her schedule to manage issues, concerns and problems as they may arise.
- Attends staff training and professional development activities as required.
- Designs, implements, and evaluates child centered activity plans
- Provide tutoring and homework support to children in grades 1-5 who are experiencing academic difficulties.

## **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.



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### Qualifications:

- Post-secondary education or enrollment in a college or university program, preferably in child development and related fields.
- 1 year experience working with children in direct program delivery.
- Valid certificate in Standard First Aid and CPR-C preferred.
- Commitment to delivering programs for children.
- Strong communication and problem-solving skills.
- Effective time management skills; must be able to plan and prioritize work assignments.
- Self-motivated and able to work well independently and in a team environment.
- Experience and sensitivity in dealing with members of different cultural and racial backgrounds, including visible and invisible dimensions of diversity.
- Knowledge of child development and related “new” research
- Ability to manage physical requirement of moving, unpacking and setting up program supplies and equipment on a regular basis
- Experience working with students with different learning abilities and/or special needs.
- Experience working directly with children and/or vulnerable populations.
- Demonstrated knowledge of anti-racism and cultural sensitivity awareness.

### Competencies:

#### Commitment to Organization Vision and Values

Demonstrates and promotes a personal understanding of and appreciation for the Mission, Vision and Strategic Outcomes and Values of the YMCA.

#### Communications

Communicates in a thorough, clear and timely manner and supports information sharing and goal achievements across the YMCA.

### 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 Acts (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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**Competencies continued:**

**Planning and Organizing**

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

**Quality Focus**

Ensures that success criteria for self, staff and programs are set, reviewed and surpassed regularly to provide excellent service delivery.

**Teamwork**

Actively builds teams and encourages open relationships for maximum organizational effectiveness.

**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.

Our approach to personal balance and flexibility supports employees to devote time to personal matters. At times, the organizational business needs that arise will require employees to work beyond their normal work schedule in order to fulfill accountabilities required in relation to their job specific function. Together with our employees, the YMCA will work towards maintaining balance and fairness.

**Apply Now!**

If you are interested in this position, please submit your resume and complete our online application form by following this link:

<https://www.ymcahbb.ca/beyond-bell-employment-application>

NOTE: when prompted in the application form, please select "Beyond the Bell" as the area to which you are applying

Should you encounter issues with the online application form, please email:

[btb.jobs@ymcahbb.ca](mailto:btb.jobs@ymcahbb.ca)

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



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