

Position Title: Learning Coach, Literacy and Basic Skills

Location: YMCA Employment Services – 500 Drury Lane, Burlington, ON L7R 2X2

Position Type: 1-year Full Time Contract

Salary Range: \$35,271 - \$46,410 annually

Position Description:

The Learning Connections program offers instruction to adults (19+) who are having academic, literacy, and numeracy difficulties as well as those preparing for post-secondary education, apprenticeship, or employment goal paths.

In this position, you will:

- Provide direct instruction to adults (19+) who are having difficulties in essential skills including but not limited to elementary, secondary, and post-secondary levels.
- Provide direct instruction to adults who are preparing to complete their secondary school equivalency (eg. Grade 12 Equivalency)
- Provide direct instruction to adults who are preparing for post-secondary education- this includes advanced mathematics that includes but is not limited to functions, algebra, calculus, data management, geometry, statistics, and computational sciences.
- Provide direct instruction of senior level mathematics to participants in the apprenticeship program stream to ensure success in college.
- Plan lessons for individualized programming.
- Assess and evaluate the skills and achievements of the learners.
- Support development of learning plan based on the outcomes of the assessment results.
- Provide support and encouragement to program participants.
- Administrative duties – reports, case notes, correspondence, statistics, file management and data entry

You bring:

- Post-Secondary degree with appropriate education and skills to support program participants including but not limited to Adult Education
- Ontario College of Teachers Certification is an asset.
- 2 – 4 years of experience with adults in a teaching or tutoring environment
- 2 – 4 years of experience working with learning disabilities/special needs
- Knowledge of differential instructing methods
- Ability to build positive relations with participants and staff.
- Ability to work within government funded guidelines to achieve desired outcomes.
- Proficient with Microsoft Office applications, Internet and educational software and learning management systems.
- Flexible regarding assigned work hours
- Excellent interpersonal, negotiating, and conflict-resolution skills to deal effectively with a wide variety of situations.
- Demonstrated sensitivity to the needs and issues of highly barriered clients)
- Develop and design training to suit a variety of learner needs and levels.
- A current and satisfactory Police Records Check is a condition of employment

Interested in applying?

Please submit your resume to:

Christina Cassar, Program Coordinator at: Christina.Cassar@ymcahbb.ca by **April 25, 2024**.

To view and apply for positions as a **current employee**, please log into your UKG account and click "My Company", then "View Opportunities" in the sidebar menu.

The YMCA of Hamilton|Burlington|Brantford is committed to creating an inclusive, diverse, equitable and accessible environment. All qualified applicants will receive consideration for employment without regard to race, colour, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or neurodiversity.

We understand the social barriers preventing individuals from applying for open roles. We encourage those from the Indigenous, 2SLGBTQIA+, BIPOC, and Disabled communities to apply.

If you need any accommodation throughout the recruitment process, please do not hesitate to contact our People, Leadership and Culture Department plc@ymcahbb.ca