



January 16, 2012

**Early Childhood Educator – Substitute  
Downtown YMCA-YWCA**

**Placement: February**

**Wage: \$19.71 per hour**

**Nature and Scope:**

Reporting to the Child Care Coordinator, the Early Childhood Educator (ECE) Substitutes assist in the delivery of high-quality child care programs. The ECE will ensure that children are well-supervised and provided with developmentally appropriate and fun programming options, in keeping with the Playing to Learn philosophy. This role is classified as a Casual position. Benefits include a free YMCA-YWCA Fitness Membership and uniform.

**Major Responsibilities:**

- To interact directly with the children, facilitating a healthy learning environment.
- To assist with the planning and implementing of a consistent child-centered program in accordance with YMCA-YWCA standards.
- To establish and maintain positive daily communication with parents.
- To maintain a neat, orderly, and clean environment, including all activity areas and washrooms.
- To ensure that all safety and supervision standards are implemented and maintained according to licensing and YMCA-YWCA requirements.
- To release children only to those authorized by parent/ guardian, to ask for identification in order to ensure that the authorized pick-up has been verified.
- To maintain confidentiality of all information related to the centre, the children, their families, and staff.
- To work effectively and as an active member of the staff team, assisting with other duties and responsibilities as required.

**Qualifications:**

- Early Childhood Educator Certificate (and licensed to practice in BC)
- Experience working with children in a child care / recreational setting
- Infant/Toddler Educator Certificate, Special Needs Educator Certificate, or additional courses/training related to child growth and development are assets

- A clean criminal record check, current Standard First Aid and CPR C certification, and a medical certificate of good health (licensing format) are required.

**Competencies:**

- Commitment to the Organization's Mission and Values
- Orientation to Service
- Communication
- Concern for Health and Safety
- Creativity and Innovation
- Team Work
- Product Knowledge

***Please submit cover letters and resumes, complete with an outline of the days and times that you are available, by January 30, 2012 to:***

Coordinator, Program Support Services  
851 Broughton Street  
Victoria, BC V8W 1E5  
Fax: (250) 380-1933  
**Email:** [ebroome@victoriay.com](mailto:ebroome@victoriay.com)

***The YMCA-YWCA of Greater Victoria is an equal opportunity employer.***