



July 2010

Placement: September 2010
Creative Crafts Volunteers (2 positions)

Nature and Scope:

The Creative Crafts volunteer instructor provides excellence in customer service and support, to the members and participants who register in the Creative Crafts program. Reporting to the Recreation and Sports Coordinator, the volunteer in this position will teach the Creative Crafts program for ages 3-5 and 6-8 years. The volunteer in this position will help to create and maintain a welcoming, friendly, safe and respectful environment which affirms and promotes the dignity of people with diverse backgrounds, and needs; does not tolerate abusive behavior and reinforces socially responsible behavior. This person will help take attendance and assist teaching age appropriate crafts all while creating relationships with members and participants.

The Creative Crafts volunteer will be based at the Downtown YMCA-YWCA facility. The successful candidate for this position will work as a part of a volunteer/staff team. The volunteer in this position should be available on either Tuesdays from 3:15 – 4:30pm or Sundays from 12:45 – 2:00pm.

Responsibilities:

- To co-teach the Creative Crafts program while following the rules and guidelines set out by the YMCA-YWCA of Greater Victoria.
- To prepare age appropriate crafts
- To create a safe, friendly and welcoming atmosphere.
- To ensure attendance is taken
- To set up, take down and clean the program space.
- To maintain and develop relationships with members, participants, staff and other volunteers within the YMCA-YWCA.

Qualifications:

- Experience in teaching art/crafts is preferred.
- Organized, reliable and dependable.
- Experience in leading activities for youth ages 3-8 years
- A clear Criminal Reference Check and Standard First Aid & CPR-C are required.

Please forward applications by August 15th to:

Recreation and Sports Coordinator, Downtown Branch
851 Broughton Street
Victoria, BC V8W 1E5
Fax: (250) 380-1933

Email: syates@victoriay.com

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