



JOB POSTING

Hastings Community Out of School Care OSC Supervisor – Temporary Maternity Leave – to December 31, 2019

Overview

This temporary position is for a Supervisor in the Out of School Care Program. This position is a 4 month position from September to December 2019 due to a maternity leave. There may be a possibility for extension.

Key Responsibilities

- To provide care/supervision and plan for a safe exciting and age appropriate program for 5-12 year old children in a Community Centre setting
- To supervise other OSC staff in a respectful manner
- Liaise with Park Board Staff and other programs in the Community Centre
- To follow the guidelines of the Job Description of the Out of School Care Supervisor

Qualifications

- Minimum Age 19 years
- Excellent communication skills – verbal and written
- Minimum of 20 hours post-secondary training in child development, guidance, health and safety, nutrition and relevant work experience and/or a Responsible Adult Certificate
- Valid First Aid Certification
- Evidence that the person has complied with the Province's immunization and tuberculosis control programs
- Clear Criminal Records Check
- Relevant supervisory experience
- Valid ECE Licence an asset
- Experience working with children who have extra support needs

Employment Term

- September 2019 to December 2019 – possibility for extension
- Monday to Friday
- 30 – 35 hours per week - some flexibility on scheduling
- Some training hours prior to September start date

Salary

\$ 21.21 - \$ 22.09 (2019 rates) plus benefits after 3 months' probation

Apply with resume and cover letter by May 31, 2019 to:

**Janice Manfron
Child Care and Association Manager
Hastings Community Association**

janice.manfron@vancouver.ca

This position falls under the Collective Agreement between Hastings Community Association and CUPE 1936, union dues debited from pay bi-weekly. All other benefits will accrue as per the Collective Agreement.