



Boys & Girls Clubs
of Central Vancouver Island

Program Leader

The Boys and Girls Clubs of Central Vancouver Island (BGCCVI) is Vancouver Island's largest childcare provider and is trusted by more parents than any other childcare provider. The BGCCVI is a registered Non-Profit organization and charitable organization serving over 1000 children, youth and families in Comox, Courtenay, Lantzville, Nanaimo and Ladysmith through enriching programs in 13 club locations.

We are currently hiring through the Government of Canada, Summer Jobs grant program. The program runs for 8 weeks, commencing on July 1, 2019 with an end date of August 23, 2019.

This position will provide an interesting and satisfying career opportunity for those seeking to make a positive contribution to a community-based, growth-oriented organization. As caring adult role models, BGCCVI staff build healthy, supportive relationships with children and youth, which in turn can positively influence the life path they choose.

This is a temporary position, working 40 hours per week in Ladysmith. The Program Leader will report directly to the Early Childhood Educator Supervisor, Heidi Hoffman. Program Leader duties include, but are not limited to the following;

- ✓ Assisting with the design, implementation, and evaluation of a program schedule that includes age appropriate activities for program participants that include all elements of BGCCVI Core Programming standards.
- ✓ Awareness of outstanding issues/needs of program participants and corresponding care plans
- ✓ Document and report all incidents of suspected child abuse to the Ministry for Children and Family Development.
- ✓ Responsible for checking that any equipment or facilities used to help facilitate the delivery of the program plan are safe, in good working order, and free of risk.

The successful candidate must meet the following requirements:

- ✓ Must have completed 20 hours courses and/or training focusing on Child Development, Guidance, Health and Safety or Nutrition.
- ✓ Direct program delivery experience with demonstrated working knowledge of child care programs is preferred
- ✓ Must be legally entitled to work in Canada

Salary: \$15.92 per hour

Location: Ladysmith, B.C.

Date Posted: April 26, 2019

Posting Expires: June 28, 2019

Please send your cover letter and resume to careers@bgccvi.com quoting the job posting number 1900 in the title.