Out of School Care Worker

Job Description

Fernwood NRG is seeking an experienced, team-oriented, enthusiastic, and compassionate candidate to join our out of school care program.

The ideal candidate shares our family-centred approach and is passionate about nature based, emergent curriculum. They are patient, enthusiastic, team oriented, and compassionate. Self-awareness of personal values, biases and the ability to see how these affect your practice are fundamental to be able to succeed in this role.

Fernwood NRG strives to create inclusive, welcoming programming that responds to the needs of our community. We believe our team’s ability to deliver great care for local families is strengthened by building a staff team with diverse backgrounds and lived experiences. We strongly encourage applications from people who identify as Indigenous, BIPOC, LGBTQI2S+, low income, and/or as holding other historically marginalized identities.

Role Purpose

The Out of School Care Worker is responsible for assisting with daily programming, supporting families, and for children’s day to day success in our George Jay and/or Fernwood Out of School Care programs.

In this position, the Out of School Care Worker will deliver high quality care in accordance with our philosophy and develop and implement developmentally appropriate emergent curriculum based on the interests of the children, while ensuring the health and safety of all children are met through Child Care Licensing Regulations and Fernwood NRG Child Care policies.

Reports to: Out of School Care Team Lead
Management status: Non-management.
Team Size: This role works within a team of 3-5 educators.
Hours/work schedule: Part time position of 25 hrs/week, Monday-Friday. Scheduled shifts may fall between 7:30am- 5:30pm. More hours available if desired.
Work location(s): 1240 Gladstone Ave and/or 1118 Princess Ave
Compensation & Benefits:

- $18.00/hr.
- After 3 months of employment, you are eligible for 10 paid sick days and 2 paid personal days annually.
• After 6 months of successful employment, you are eligible for extended health benefits including dental, vision, paramedical (e.g. registered massage therapy), and life insurance.
• After 6 months of successful employment, you are eligible for priority placement of your own children (biological or adopted) in Fernwood NRG’s child care programs (currently for ages 8 months to 12 years) when a space becomes available.
• Paid professional development days.
• As a perk of working with Fernwood NRG, staff have access to staff discounts on select recreational programs and enjoy free staff lunches and snacks.
• Other benefits include: Casual dress, commuter benefits, company events, dental care, disability insurance, discounted or free food, extended health care, life insurance, on-site childcare, on-site parking, paid time off, tuition reimbursement, vision care, wellness program.

General Responsibilities
• Ensures the health and wellbeing of the children by being supportive, caring and present.
• Facilitates games and activities to meet the children’s interests and development levels.
• Supports with program set-up and clean-up, including snack.
• Primary point of contact for parents and guardians.
• Promotes social-emotional wellbeing by identifying and labeling emotions in self and others.
• Promotes a child’s social-emotional development through individual observations and activities.
• Establishes and implements clear appropriate rules, limits, and guidelines for developmentally appropriate behaviour.
• Builds and maintains professional working relationships with parents/guardians and co-workers.
• Assists with daily cleaning and sanitizing.
• Other duties as assigned.

Working Conditions
• Ability to lift and move chairs, cots, mats, etc. (up to 30lbs).
• Ability to work positively in a busy and loud environment.
• Ability to work outside in a variety of weather conditions.
• Ability to stand for long periods of time, run occasionally, crouch and bend frequently.

Requirements & Qualifications
Please do not apply if you do not have (or couldn’t have by the time you started work) these qualifications/requirements.

• Minimum 1 year experience working with children aged 5-11.
• Current First Aid Certified.
• Ability to meet the requirements for a “Responsible Adult,” including 20 hours of Child Development training.
• Familiar with, or ability to quickly gain familiarity with, BC Child Care Licensing Regulations.
• Ability to work very well in team settings.
• Ability to work positively in a shared work environment.
Ability to appreciate diversity, different opinions, lived experiences, backgrounds, and personality types.
Ability to communicate clearly orally and in writing with parents/caregivers, children, and colleagues in a primarily English-language context.
Ability to problem-solve and prioritize tasks.
Ability to take initiative.
Ability to follow instructions and willingness to assume and carry out assigned tasks and to be accountable for results and actions, including quality of work.
An understanding of and commitment to the importance of client confidentiality.
Dependable, including the ability to maintain good attendance, be reliable and punctual.
Professional, responsive, with a positive work attitude.

Assets
Please apply even if you do not have any/many of the below assets. We are happy to support you in developing these skills and attributes.

- Experience with managing confidential information
- Experience communicating orally and in writing with empathy and clarity
- Experience building professional, trusting relationships with parents, caregivers, and/or young children
- Experience resolving miscommunications and interpersonal conflicts
- Strong emotional self-awareness and desire to strengthen your skills
- Oral communications skills in languages spoken in our neighbourhood other than English, e.g. Japanese, Arabic, French
- Experience building strong relationships with Indigenous people, communities, and/or Nations, particularly in the context of children and youth
- Experience building strong relationships across differences in ethnicity, income level, gender identity, sexual orientation, spiritual/religious beliefs, physical and mental ability, and culture
- Additional training and/or lived experience of infant and toddler development and wellbeing
- Roots in/connection to the Fernwood community
- Knowledge of local family-friendly resources, activities, and supports

Other Requirements
Candidates who progress through our selection process will be required to provide the following before an employment agreement is finalized.

- Must provide a record of immunization status.
- Must provide two professional references.
- The successful candidate will need to undergo a criminal record check for working with children and vulnerable adults.

About Fernwood NRG
Fernwood Neighbourhood Resource Group serves the Fernwood neighbourhood by:

- supporting individuals and families with affordable, high quality services and housing,
- increasing food security through improving access to affordable, high quality food,
- playing an active role in developing the neighbourhood economy, and
- engaging the neighbourhood through activities, events and communications.

We acknowledge and respect the lək̓ʷəŋən (Lekwungen) peoples on whose traditional territory Fernwood NRG stands and the Songhees, Esquimalt and WSÁNEĆ peoples whose historical relationships with the land continue to this day.

The Fernwood area is defined as the geographical area within the City of Victoria which is south of Hillside Avenue, west of Shelbourne Street, west of Chestnut Street, north of Fort Street, and east of Blanshard Street.

www.fernwoodnrg.ca