

## Club Locations – Esquimalt and Central Saanich

Boys & Girls Club of Greater Victoria's Mission is to provide safe, supportive places where children, youth and families experience opportunity, overcome barriers, develop skills, positive relationships and confidence for successfully leading their lives and communities. We provide social, recreational and developmental services to children, youth and their families that support all aspects of our Mission.

The Agency supports practice through a trauma-informed lens, placing a priority on participant safety, choice, and self-determination. Our programs are approved by the Commission on Accreditation of Rehabilitation Facilities (CARF).

### Position Summary

The Support Worker provides one-on-one support for children in a licensed group child care setting for school-age children during the school year, including holiday camps and Pro-D Days. The Support Worker is expected to build relationships with children and families within their designated program while complying with licensing regulations and Agency policy and procedures. The Support Worker is responsible for helping the staff team implement innovative activities within their program area that inclusively engages their child participant in a safe environment of belonging. The ideal candidate will bring to their role energy, creativity, dependability, organization, a passion for empowering all children and a general attitude of support to the Boys and Girls Club as well as the community served.

The program is designed for children ages 6-12 years.

**There are two positions available.**

### Position 1 – Split Shift – Mornings and Afternoons – Esquimalt, BC

- Morning Shift Schedule: Monday- Friday - 7:00am-9:00am
- Afternoon Shift Schedule: Monday- Friday - 2:30pm-6:00pm
- Morning Location: Harbourside Club (410 Macaulay Street)
- Expected Start Date: ASAP
- Wage: \$18.00/hour + 4% vacation pay
- Term: January 2022 - June 24 2022
- Hours: 28.75 hours/week and up to 40 hours per week during Pro D Days & Holiday Camps
- Opportunities: Ongoing professional development

### Position 2 – Afternoon Shift Only – Central Saanich, BC

- Afternoon Shift Schedule: Monday- Friday- 2:30pm-5:30pm
- Afternoon Location: Norgaard Club – 1233 Clarke Road
  - Expected Start Date: ASAP
  - Wage: January 2022 - June 24 2022
  - Hours: 15 hours/week
  - Opportunities: Ongoing professional development

## **Duties and Responsibilities**

- Implements structured, creative, and developmentally-appropriate programs
- Utilizes behaviour and learning strategies that are individualized to fit the participant needs and abilities based on their Care Plans
- Understands, promotes and adheres to site and program-specific boundaries and expectations of behaviour and conduct, licensing regulations, CARF, Agency policies, protocols, procedures, and industry standards of practice
- Facilitates participant engagement in daily program activities
- Communicates changes in participant behaviours, including the delivery and implementation of Care Plans - where applicable
- Develops and implements program-specific expectations
- Employs preventative strategies and uses a strength-based approach when interacting with participants
- Actively engages and role models positive behaviours when leading activities
- Utilizes learning theory approach (visual, verbal and tactile/experiential) when interacting with participants
- Provides direct supervision and sets healthy boundaries including physical, environmental, emotional, psychological, and social to ensure participants safety
- Contributes to the implementation and/or development of innovative age-appropriate programs
- Develops an Individual Care Plan which supports family involvement, as needed
- Liaises between staff, families, Supervisor and other internal Agency contacts when necessary for resource referrals
- Implements appropriate protocols and procedures when conflict arises within the staff team, supervisor, participants, and/or families

## **Qualifications**

- Minimum high-school diploma, plus one year of recent experience working with children and youth ages 6-12 years (camp or licensed child care setting an asset)
- Minimum of 20 hours of training or courses in one of the following areas: child development, guidance, health and safety, or nutrition
- Demonstrated innovative and inclusive program planning and a preventative approach to behavioral management
- Excellent communication skills
- Current Standard First Aid certification/CPR C
- Reliable transportation
- Successful Criminal Record Check Clearance
- This position requires double COVID-19 vaccination

## To Apply

- Please submit your resume and cover letter indicating which position you are applying for in your email subject line and clearly demonstrating how your experience and qualifications relate to this position
- Submit your resume to [employment@bgcsvi.org](mailto:employment@bgcsvi.org)
- In the first line of your cover letter, please use our tag line “*Opportunity Changes Everything*”
- The job posting will remain open until the position is filled. We thank all who apply. Only shortlisted candidates will be contacted.

## ***Important Note Regarding COVID-19***

- This is a front-line position working in direct contact with youth, and it is considered safe according to governmental guidelines for pandemic outbreaks.
- As an organization we are taking the necessary precautions and adhering to all Provincial Health Services Authority (PHSA) recommendations on sanitization and social distancing in close proximity.
- This position requires double COVID-19 vaccination
- Please do not apply if you are at risk with underlying health concerns or have your own personal concerns regarding social distancing that go beyond the PHSA’s recommendations as we cannot accommodate while adhering to governmental directives

*The Boys & Girls Club of Greater Victoria acknowledges the Lkwungen, WSÁNEĆ, T’sou-ke, MÁlexeŁ and Scia’new people, whose traditional territories we live and work upon each day.*

