



## Job Posting Active After-School Program Leader – Central Saanich Kaare Norgaard

Boys & Girls Club of Greater Victoria's mission is to provide safe, supportive places where children and youth 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 priority on participant safety, choice, and self-determination. All Boys & Girls Club programs support participant empowerment and skill development. We acknowledge the Lkwungen, WSÁNEĆ, T'sou-ke, MÁlexeł and Scia'new people, whose traditional territories we live and work upon each day. Boys & Girls Club is an accredited organization under the Commission on Accreditation of Rehabilitation Facilities (CARF).

**The Role:** Under the direct supervision of the Active After-School Team Lead, the Program Leader is responsible for participant supervision, program implementation, record keeping and reporting, and the overall safety and risk management of the Active After-School Program. The program serves youth from age 8 to 12 years, that live in and around the Brentwood Bay community.

**Key Duties and Responsibilities:** The Program Leader is expected to build relationships with children, youth, families and other community partners involved in the program. The successful candidate will bring to their role: energy, organization, accountability, flexibility, creativity, passion for empowering youth and a general attitude of support to the Boys and Girls Club, as well as the community served.

### Qualifications and Requirements

- Minimum of 20 hours of training or coursework related to child development (this can include child development, psychology, ASIST - Suicide Intervention Training, Responsible Adult courses, health and safety, nutrition – inquire for more details)
- Experience working with vulnerable children and youth with complex needs
- Knowledge of Cultural Safety and Trauma-Informed practices
- Ability to work independently and prioritize work tasks with exemplary organizational skills
- Excellent communication skills, written and verbal
- Experience with preventative strategies for guiding children's behaviour
- Demonstrated success in developing relationships with children, youth, families, and community members, and organizations

### We Offer

- Wage: \$16.80 per hour plus 6% vacation pay
- Term: ASAP to June 30, 2019
- Hours: Approximately 20 hours per week (Monday to Friday 2pm-6pm & supervision meetings)
- Location: This position is located at the Cultural Centre next to our Boys & Girls Club - Kaare Norgaard location in Central Saanich, 1233 Clarke Road

### To Apply

- Submit your resume and cover letter stating the position that you are applying for to [employment@bgcvic.org](mailto:employment@bgcvic.org)
- The posting will remain open until the position is filled

*We thank you for your interest. Only shortlisted candidates will be contacted.*