



**FAIRFIELD GONZALES**  
COMMUNITY ASSOCIATION  
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## **JOB POSTING:**

### **OSC Team Leaders**

# of available positions: 7-8

Posting date: 24 July 2017

Application deadline: 21 August, 2017

**The Fairfield Gonzales Community Association is a non-profit society that enhances quality of life in our neighbourhood by providing various services to over 20,000 users annually. As an organization we work collaboratively to create a positive space from a basis of supporting families and community. Specifically, our Child Care Programs are based on the strong philosophy that each child is a capable and unique individual. Our programs are child led, nature and explorations based and offer a unique environment for children to learn and grow at their own pace.**

**Hours of Work:** Shifts are Monday-Friday: 7:15am– 9:00am and 2:30pm-6:00pm.

**Wage:** \$17.25-\$17.50/hr (\$16.75/hr during 3 month probationary period)

**Start Date:** September 5<sup>th</sup>, 2017- this is a 10 month position that mirrors the school calendar.

**End date:** June 28<sup>th</sup>, 2018 with the potential for recall for the 2018/2019 school year. Full-time work is available throughout the summer, if desired.

**Responsible/Reports to:** The onsite manager

**Work setting:** Fairfield Gonzales Community Association (Margaret Jenkins OSC OR Fairfield OSC)

### **JOB DESCRIPTION**

The successful candidate will provide support to the OSC program in the following ways:

- Develop and maintain a positive learning environment which provides children with opportunities for success
- Self-directed when implementing individual and/or group activities
- With the Manager's approval, organize and facilitate monthly programming and team meetings
- Ensure all licensing regulations are understood, practiced and are adhered to
- Maintain the aesthetic appearance of the physical spaces in a child centered and responsible manner
- Attend team meetings and staff meetings and training sessions
- Communicate with Manager and staff to promote an open, collaborative environment

### **REQUIREMENTS AND QUALIFICATIONS**

- A sense of humour a must☺
- Self-directed and confident with delivering quality school aged programs
- Excellent inter-personal and customer service skills
- Previous experience working with children in a licensed child care or recreation based setting
- Strong written and oral communication skills
- Standard First Aid and CPR (C) and Criminal Record Check
- Have completed a course, or combination of courses, of at least 20 hours duration in child development, guidance, health and safety or nutrition
- Minimum 19 years of age

Interested individuals are requested to forward their resume and cover letter to Kristina Wilcox via e-mail ([kwilcox@fairfieldcommunity.ca](mailto:kwilcox@fairfieldcommunity.ca)) or in person at Fairfield Community Place (1330 Fairfield Road) during our administrative hours.

**Application deadline is Monday 21 August, 2017 at 4pm**

We thank all applicants; however, only those shortlisted will be contacted for an interview.