Job Opportunity!

YMCA of Cumberland
Cumberland Youth on the Move – After School
Program Facilitator
Job Description

Overview

Are you an energetic person who values physical activity and enjoys working with children and youth? The **YMCA of Cumberland** is recruiting 10 **After School Program Facilitators** in 7 different schools in Cumberland County for the 2018-2019 school year. The YMCA will hire 2 leaders for each school to facilitate the after school program. We are looking for passionate, energetic, mature leaders with an interest in developing leadership skills to lead our programs. The programs will be physical activity-focused, with elements of play, self-leadership and teamwork. The programs take place directly after school and we are looking for leaders who want to be a part of a dynamic team.

Who are we looking for?

As an **After School Facilitator**, you will play a strong role in the design, promotion, data collection and delivery of after school programs for girls (and boys in select locations) in grades 4-6. You have an interest in working with children/youth, and you understand the importance of being a positive role model. You enjoy physical activity and/or sport and/or recreation and are interested in learning new skills around youth engagement and delivering quality programs which promote being active for life. You enjoy working in a team environment, and will be a good teammate to your co-workers. You can express your ideas, solve problems and you have strong communication skills with other team members.

Duties and Skills:

- Work cooperatively with other YMCA staff and the Youth on the Move Program Coordinator
- Assist in designing and promoting the After School Program in cooperation with the Youth on the Move Program Coordinator
- Lead the delivery and supervision of the After School Program, in cooperation with the other after school program facilitator
- Responsible for the safety and well being of all participants in the program
- Ensure all programs are fun and child centered
- Report on a regular basis to the Youth on the Move Program Coordinator on areas of need or concern
- Submit and communicate on a daily basis program information to coordinator, such as: participant numbers, activity information and other program information
- Confidentiality of participant forms and documents
- Ensure that all participants receive a healthy nutritious snack
- Take part in ongoing leadership development opportunities

Work Environment:

- A positive and encouraging work atmosphere which takes place in an after school setting
- Programs will be delivered outside, in school facilities and community venues
- Flexible work environment

Training and Certification:

- All facilitators are required to have First Aid/CPR. If you do not have this, training will be provided to you
- Leadership training will be provided
- Obtain a Criminal Record Check and Child Abuse Check

Qualifications:

- High energy with a positive outlook
- Strong ability to work with others
- Passion for physical activity, health and wellness and working with youth
- Ability to motivate and empower others
- Strong communication skills and the ability to problem solve individually and as a collective team
- Maturity and integrity
- Strong organizational and time management skills
- Volunteer or work experience with children/youth is an asset
- Some understanding of risk management and delivery of safe programs

Contract Commitment:

- 4-5 hours per week starting October 26, 2018
- $11.00- $12.00/hr

Participating Schools

Please indicate in your cover letter which schools you would be interested and available to work with.
Each school will offer programs twice per week (with approximate time indicated below); the schedule will be made after program leaders are hired.

West Highlands Elementary School (Amherst) 2:45-4:45	**Wallace Consolidated Elementary** 2:45-4:45	**Springhill (Junction Road & West End Memorial Elementary Schools** 2:45-4:45	**Parrsboro Regional Elementary** 2:45-4:45
River Hebert District School 2:45-4:45	**Spring Street Academy (Amherst)** 2:45-4:45	**Cumberland North Academy (Amherst)** 2:45-4:45	

Interested Candidates:

- Please send your cover letter and resume to Virginia McManaman, Youth on the Move Program Coordinator no later than **5:00 pm, Wednesday, October 3, 2018**
- **Send Applications to (ATTN: Virginia McManaman)**
- **By Mail:** YMCA of Cumberland, P.O. Box 552, 92 Church Street, Amherst, NS, B4H 4A1
- **By Email:** **virginia.mcmanaman@cumberland.ymca.ca**
- **By Fax:** (902) 661-4692