



CHILD & YOUTH DIRECTOR

The YMCA of Saskatoon is a non-profit membership based organization. We currently have approximately 2300 members at the YMCA. We offer around fitness, youth and family classes per week. Our fitness centre is an innovative functional work out space. We have a pool, a studio, a spin cycling area, squash and racquet ball courts and a gymnasium. We operate two summer day camps and many youth classes throughout the week. We have three licensed childcare centres and also operate in 11 schools in our community.

Department: Child & Youth

Direct Supervisor: Program Director

40 hours per week – Flexible work hours required

Key Areas:

- Project development as required by YMCA of Canada
- Work with external agencies on collaborative programs and projects
- Plan, develop, and implement, and supervise all Child and Youth Programs.
- Oversee the development of YMCA of Saskatoon child and family programming
- Plan, promote, develop, and implement school aged Youth Programs.
- Promote, plan, develop, and supervise the operations of the Summer Day Camp programs as the Director
- Promote, supervise, and facilitate the drop in childcare Program.
- Recruit, train, support, and coach staff for all children, youth, leadership, and day camp programs.
- Develop and measure outcomes for all child and youth program areas.
- Manage partner group relations with the YMCA including bookings, billing of fees and coordinating space.
- Plan, promote, and coordinate special family events. (Christmas, Halloween, family day).
- Assist with Out of School Day Camps
- Act as manager on duty when assigned.
- Maintain budget for program area.
- All other tasks as assigned by the Program Director.

Required Skills and Education:

- A post-secondary degree is required. Preferably education, early childhood education, recreation, social work or kinesiology.
- Experience in program planning for children and youth ages 3-17.
- Related experience in the field of community development, leadership training and recreation, sport and culture program planning.
- Supervisory experience an asset.
- Valid First Aid, CPR
- Flexibility regarding assigned working hours, including evenings and weekends.
- Satisfactory criminal reference check and vulnerable person check.

Competencies:

- Teamwork: Actively builds teams and encourages open relationships for maximum organizational effectiveness.
- Leadership: Guides, motivates and inspires self and others to take action to achieve desired outcomes.
- Planning and Organizing: Establishes a clearly defined and effective course of action for self and others to accomplish short and long term goals.
- Relationship Building and Collaboration: Builds positive interactions both internally and externally to achieve work related goals.
- Flexibility/Managing Change: Ability to know your environment, initiate and respond effectively to changing conditions.
- Service Orientation: Deliberately identifies and creates opportunities to enhance each and every person's YMCA experience.
- Commitment to the Vision and Values: Demonstrates and promotes a personal understanding of and appreciation for the mission, vision, strategic outcomes and values of the YMCA.

Salary Range: \$39,000 - \$45,000 Annually.

Effective: December 2017

Length of term: Permanent Full Time

Benefits: Group Health Plan, Wellness Program, and Pension Plan

Resumes and cover letters will be accepted until 4:00 pm November 17, 2017

**Matt Neufeld
Program Director
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