

Job Posting

Supervisor, Youth and Camp Programs

YMCA of Eastern Ontario

Kingston

Employment Category: Full-time, permanent

Hours: Flexible work schedule, occasional evenings and weekends

Compensation: \$ 44,137 – \$ 49,046 annually

Benefits and Perks: We offer an array of total rewards to recognize loyalty, longevity, and passion for the work we do:

- Group health and benefits plan
- Defined contribution pension plan with employer matching
- Paid vacation entitlements
- Free YMCA Health & Fitness Membership
- Professional development opportunities
- Employee and Family Assistance Program

Closing Date: Immediately

This posting is for an existing vacancy.

Our Mission:

The YMCA in Canada is dedicated to the growth of all persons in spirit, mind and body, and to their sense of responsibility to each other and to the global community.

Our Vision:

Our values are caring, honesty, respect, responsibility, and inclusiveness. These are central to our mission, guiding our behaviours, attitudes, and actions.

Nature & Scope:

Reporting to the General Manager, Kingston Branch, the Supervisor, Youth and Camp Programs is responsible for the implementation and ongoing management of the YMCA of Eastern Ontario's youth recreation and day camp programming in the Kingston region. The incumbent is responsible for the delivery of high-quality values-based programs and for providing strong leadership, coaching and modelling to staff and volunteers to ensure a positive experience for participants. The position includes local travel and work time spent at camp locations.

Responsibilities:

- Development, scheduling and delivery of youth recreation and day camp programs.
- Recruitment, training, scheduling and mentoring staff and volunteer team members to ensure excellence in service delivery.
- Serving as a role model for YMCA of Eastern Ontario values, standards and policies & procedures.

- Providing full support to programs, including providing coverage and delivering programs.
- Ensuring that staff qualifications are current and appropriate documentation is in the personnel file.
- Adherence to health and safety guidelines and regulations.
- Exemplary customer service and adherence to Y Way Experience Standards.
- Monitoring team members' performance, ensuring adherence to training and standards. Conduct performance reviews as required and provide additional supports or training to staff as required.
- Reviewing and approving bi-weekly payroll.
- Providing comprehensive, progressive training for staff and volunteers on an ongoing basis.
- Supporting and contributing to the Association's strategic planning process and implementation.
- Other duties as assigned.

Qualifications:

- Criminal Reference Check (CRC) including Vulnerable Sector Check completed not more than 120 days prior to interview, with results acceptable to the YMCA of Eastern Ontario
- University degree, college diploma or equivalent experience in a supervisory role
- Experience in the planning and delivery of youth programming
- Current Standard First Aid & CPR-C
- Experience training and supervising staff
- Computer based skills in Microsoft Windows and Office

Competencies:

- Stress of multiple demands
- Leadership/Supervision
- Interpersonal Skills
- Communication

All interested candidates should submit a cover letter and resume to careers@eo.ymca.ca.

YMCA of Eastern Ontario
100 Wright Crescent
Kingston, ON K7L 4T9

We appreciate your interest in a career opportunity with the YMCA of Eastern Ontario. Please note that only those selected for an interview will be contacted. Candidates invited for an interview will be required to submit three (3) professional references.



Brockville YMCA: 613-342-7961
Kingston YMCA: 613-546-2647
eo.ymca.ca

The YMCA of Eastern Ontario is committed to an environment that is barrier free. If you require accommodation during the hiring process, please inform us in advance so that we can arrange reasonable and appropriate accommodation. The YMCA of Eastern Ontario values the diversity of people and communities and is committed to excellence and inclusion in our Association.

This position has been posted internally and externally