



# Before & After School Program Supervisor

## Location:

16 School Sites

## Schedule:

Monday – Friday days  
37.5 hours/week

## Competitive Benefits:

- \$16.75
- Starting 2 week paid vacation
- Paid sick days
- Sick days for family members
- Employer funded benefits
- Annual YMCA Pension contributions of 5%
- YMCA Membership

**Placement Date:** December, 2022

***The YMCA of Brandon is seeking a qualified, passionate applicant to join our Before & After School Program team!***

Working at the YMCA means you are part of a fun, positive working environment. At the YMCA, our people are our greatest asset. We provide professional development opportunities, training and opportunities for growth and promotion.

The YMCA of Brandon is a charity that has been part of our community since 1886. We are expanding our facility and our programs to accommodate a growing need in our area.

Reporting to the Before & After School Program Director, this individual is responsible for the supervision of the Before & After School program and staff at 16 program sites.

## Major Responsibilities and Abilities:

- Oversee Before & After school programs in schools to ensure children in our programs are safe and well cared for, and that all YMCA and school division policies are being followed.
- Oversee and attend a lunch program at one of the schools each day
- Recruit, interview and hire program staff
- Communicate with parents, school staff, program staff and children
- Assist the Director with administrative/other tasks as required
- Adhere to all YMCA Child Protection Policies & Procedures

## Qualifications:

- Experience working with children an asset
- Experience in a supervisory/leadership position an asset
- Experience in use of Microsoft Office programs
- First Aid & CPR (can be trained after hire)
- Current driver's license and access to a vehicle
- Current, clear Criminal Record and Child Abuse Registry checks



*We are committed to providing an inclusive environment where diversity is welcomed and encouraged. If you require accommodation during any part of the recruitment or selection process, please don't hesitate to reach out. This includes providing you with alternate formats of this posting. We thank you for your interest; however, only candidates selected for an interview will be contacted.*

**Application Process:**

Please apply with resume to:

**Angela Forsythe** – Before & After School Director  
c/o YMCA of Brandon 231 8<sup>th</sup> St.  
angela.forsythe@ymanitoba.ca

