

## **Early Years Support Staff Job Description**

**Position Type:** Full-Time, Contract

Our mission is to provide a safe and supporting place where children and youth can experience new opportunities, overcome barriers, build positive relationships, and develop confidence and skills for life.

The successful candidate will report to an Early Years Supervisor

### **Key Responsibilities:**

- Supporting program delivery across all program sites as assigned.
- Responsive to a variety of shifts as required.
- Responsive and innovative program delivery in a supportive team environment.
- Support the delivery of enriched Outdoor programs
- Ensure compliance with all protocols/procedures to ensure health and safety for all.

### **The ideal candidate will have:**

- A commitment to the Clubs mission, Vision and Core Values
- A diploma in Early Childhood Education and/or other related discipline
- High quality verbal and written communication skills
- An interest in taking on new challenges and being part of an exciting and dynamic team
- **Experience working with children, youth and their families in licensed Child Care and/or EarlyON Child and Family programs.**
- The passion and necessary core skills to provide enriched indoor/outdoor environments/experiences for everyone.
- Successful experience in working with a diverse populations
- This position requires the successful candidate to provide a current (within 6 months) Vulnerable Sector Check, , current First Aid CPR-C certification and a medical verification form as conditions of employment

BGC Hamilton-Halton is a diverse and welcoming employer. We encourage applications from all qualified applicants. Only those selected for an interview will be contacted.

Please submit your resume and cover letter to [kristi.macdonald@bgchh.com](mailto:kristi.macdonald@bgchh.com) by Friday, September 3rd.

To learn more about BGC Hamilton-Halton please visit [www.bgchh.com](http://www.bgchh.com)