



Toronto Kiwanis
Boys & Girls Clubs

TKBGC is looking for a Fantastic Afterschool Team!

The Toronto Kiwanis Boys & Girls Clubs is hiring! We are building a dynamic team committed to providing high-quality programs and supervision to children and youth. The Club serves children and youth in the Regent Park, Cabbagetown, Trinity Bellwoods, and Toronto West Communities.

We are looking for caring, energetic and dedicated individuals who have a passion for working in community-based social recreation programs

Job Title:	Afterschool Program Leaders, Safe Walkers, Evening Youth Leaders, Site Supervisors
Locations:	101 Spruce St (TKBGC Miles and Kelly Nadal Youth Centre), 20 Portugal Square (TP Loblaw – St. Mary Unit), 985 Dundas St East (Dundas Unit), 80 Sackville St (St. Paul's Unit) Fred Victor (20 Palace)
Contract type:	Part-Time
Potential Hours:	Monday-Friday, 3pm-6pm, 6pm-9pm
Reporting to:	Site Supervisor/Staff Lead and Children's Services Coordinator/Youth Services Coordinator

Job Description:

- Assist in developing and facilitating a creative, challenging, fun and memorable afterschool and break program for children and/or youth ages 6-18 and assist in the evaluation of the program
- Help to ensure the safety and security of our members and sites and assist in responding to critical incidents
- Assist in ensuring afterschool program is well organized and implemented as planned
- Participate in 1-week training and orientation from **the Week of August 26th, 2019**
- Complete appropriate paperwork in a timely manner (incident reports, program plans and evaluations) and reports to Program Coordinators on a regular basis to update the camp's status
- Take day to day instruction from Site Supervisor/Staff Lead and Children's/Youth Services Coordinators
- Plan and implement daily leadership activities
- Demonstrate an ability to turn everyday activities into teachable moments and learning opportunities
- Maintain positive professional relationships with peers, campers, parents and other Toronto Kiwanis patrons
- Abide by the Policies and Procedures of the Toronto Kiwanis Boys and Girls Clubs

Minimum Qualifications:

- Minimum 16 years of age
- Understand the various aspects of children's development
- Are available to work 3:00pm-6:00pm for programs and up until 7:00pm for safe walk positions
- Available to work 6pm-9pm for evening Youth program
- Have experience and interest working with children/youth ages 6-18 (relative to your program of choice)
- Can demonstrate supervision and program planning skills
- Show good decision making and problem solving skills and a caring attitude towards children and youth
- Standard first aid qualifications (acquired before first day of training)
- Certified in High Five Principles of Healthy Childhood Development

Applications will be reviewed upon receipt and posting will remain open until positions are filled. Please send a cover letter and resume in one document to Tim Bell, Manager of Children's Services, tbell@believeinkids.ca. No phone calls please.

The Toronto Kiwanis Boys and Girls Clubs encourage applications from all interested parties regardless of race, religion, ability or sexual orientation. We thank all applicants for applying, however, only those selected for an interview will be contacted. All applications must provide references. Successful candidates must undergo a Criminal Reference/Vulnerable Sector Check.