



Supervisor - Smart Play Programs

CHANCES is hiring for the position of Supervisor – Smart Play Programs in the following locations: Cardigan, Donagh and Vernon River.

Role:

The Smart Play Supervisor is responsible for the delivery of quality programs for children, parents/caregivers who are participants of CHANCES Smart Play. The Smart Play Supervisor plays a very significant role in the day to day functioning of CHANCES Smart Play. They develop positive relationships with the children and their families and participate as members of the Youth Education and Early Learning Teams as well as the broader staffing unit of CHANCES.

Key Responsibilities:

- Establish and maintain a child-centered learning environment and routine that provides each individual child with appropriate social, emotional, physical and cognitive development opportunities
- Build a relationship of trust, mutual respect and caring for children and parents / caregivers who attend CHANCES Smart Play
- Develop daily activities that meet the specific developmental needs of the children
- Prepare the environment for daily activities – fine and gross motor activities, art & science activities, free play and dramatic play
- Use redirection and guidance to assist children in understanding and verbally expressing their emotions as an alternative to physical aggression
- Provide the children with opportunities for social interactions within the context of play-based learning
- Model a safe, secure and creative learning environment for children
- Monitor children to ensure their safety and well-being during program hours.
- Implement and adhere to safety protocols and emergency procedures.
- Manage behavioral issues in accordance with the program's policies.
- Provide direct supervision and support to the staff in the program
- Provide coaching and mentoring to Smart Play staff to enhance their skills and improve program delivery.
- Hold regular staff meetings to review best practices, safety protocols, and program activities.

- Communicate effectively with the Smart Play Manager and other staff to understand daily needs and priorities.
 - Report any incidents, accidents, or concerns to the Program Manager immediately.
 - Maintain open communication with parents.
- Documentation & Reporting:
 - Maintain accurate attendance records and daily reports.
 - Document any significant observations or incidents involving students.

Qualifications:

- Education & Experience:
 - High School Diploma or equivalent; post-secondary education in child development, education, or a related field is an asset.
 - Experience working with children in a group setting, preferably in an after-school program.
- Skills & Competencies:
 - Strong interpersonal and communication skills.
 - Ability to work independently and as part of a team.
 - Ability to manage multiple tasks and priorities.
 - Basic knowledge of first aid and CPR is preferred.
- Requirements:
 - Must have a valid driver's license and access to reliable transportation.
 - Ability to pass a criminal background check.

Work Environment:

- The role involves working in different locations with varied environments, which may include classrooms, gymnasiums, and outdoor spaces.
- Must be able to handle physical activities, including lifting, bending, and being on your feet for extended periods.

Salary and Hours:

- Hourly wage \$18.62
- 4 hours per day, Monday to Friday
- Blue Cross benefits available at 50% co-pay for basic health & dental
- Three positions are currently available
- **Please email your resume and cover letter to smartplaymanager@chancesfamily.ca prior to 4:00 on October 7, 2024**