Camrose Women's Shelter Society (CWSS) operates a 22 bed facility that offers services in support of women and children requiring emergency shelter due to domestic violence, crisis situations or homelessness. We are currently recruiting for the following position:

CHILDCARE WORKER

Classification: Canada Summer Job Program
Length of Program: 8 weeks
Hours of Work: 35 hrs/week
(occasional evening or weekend shifts)
Salary: $19.00 per hour
Posted: June 20, 2022
Closing: When the position is filled

Required Qualifications

- Is between 18 and 30 years of age at start of employment program
- Is a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the *Immigration and Refugee Protection Act**
- Is legally entitled to work according to relevant provincial or territorial legislation/regulations
  **International students are not eligible. Recent immigrants are eligible if they are Canadian Citizens or permanent residents*
- Current First Aid, CPR, criminal record and child welfare checks are required to start

Description

Seeking an individual to work with our childcare staff to provide support, care and developmentally appropriate programming for children residing in shelter. Children in this program are of various ages, developmental levels, cultural and ethnic backgrounds. Many have experienced trauma and we provide a trauma-informed environment for all children and families accessing our shelter services. The Childcare Worker will provide in-shelter child care and assist with planning and implementing the shelter's summer programs for children.

The Childcare Worker works as a member of Camrose Women's Shelter team to ensure the physical and emotional well-being of children experiencing family violence. The Worker provides support to children in shelter through coordination and implementation of in-house and community activities. They also encourage and promote healthy parent-child interaction through modelling and providing information and support to mothers/guardians.

In order to best support clients who have experienced trauma, our Shelter maintains a policy of Trauma Informed Practice (TIP). Being "Trauma Informed" means having an awareness of trauma and its impacts, and speaking, acting and existing in ways that are least likely to trigger or further harm those who have experienced trauma. A Trauma Informed stance means applying the "universal caution" or approaching every individual as though they have experienced trauma. This takes the burden of disclosing trauma (which can be triggering or re-traumatizing) off the individual who has experienced it.

Responsibilities

A. Children's Activities

1. Plan, coordinate and implement age appropriate summer programming for children. Activities can include crafts, outings, sports, exercise, games and learning opportunities.
2. Encourage parent/guardian to join children in activities.
3. Attend groups with moms and children that are provided by outside agencies.

B. Nutritious Snacks

1. Organize and provide healthy snacks for children as needed.

C. Child Care

1. Child care is provided by the Child Care Workers/Family Support Coordinator using licensing standards to determine availability.
2. Awareness of Child Abuse Concerns
   a. Be aware of symptoms of child abuse and follow Policy and Procedure reporting requirements
   b. Immediately report concerns to the Family Support Coordinator or alternate.

D. Housekeeping Duties/Chores

1. Care and maintenance of children's equipment and recreation area (strollers, games, puzzles, toys, youth area, play area and backyard).
2. Weekly cleaning of playrooms –sterilization of toys and living room bassinet, and empty family support shredding box.
3. Monthly cleaning-spray down back yard toys, ground, clean up garbage/leaves. Clean and remove garbage from strollers. Clean and wipe down teen area furniture and floors.
4. Daily cleaning-clean downstairs bathroom, sanitize door knobs/light switches, empty garbage, tidy teen area and sanitize change table.
5. Other cleaning as required by household

E. Administrative Responsibilities:

1. Document observations in Outcomes Tracker Database, client pass-on, activities, concerns and needs in client files.
2. Attend staff meetings, training sessions and case consultations as appropriate.
3. Record hours worked on a timesheet.
4. Arrange for childcare and outing consent forms to be completed when required.

Other Requirements

- Fully understand the Mission and Vision of the Organization
- Maintain confidentiality as expressed in the policies of the Society, recognizing the sensitivity surrounding work conducted in a women's shelter
- Act in accordance with all policies and practices of the Society at all times
- Maintain positive, courteous and professional demeanor when representing the shelter in the community

The Camrose Women's Shelter Society follows current Alberta Health Services COVID-19 safety protocols and will provide appropriate and applicable PPE for the candidate as required.

Please forward applications to:

Email: family@camrosewomenshelter.org
Fax: 780-679-4999
Mail: Box 1405, Camrose, AB T4V 1X3

We thank all who apply; however only those selected for consideration will be contacted.