

Manager, Child Care Programs

Job Category: Child Care

Requisition Number: MANAG001242

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Posted: April 7, 2025

Full-Time

On-site

Rate: \$26.68 CAD per hour

YMCA Child Care at Uplands Elementary
Penticton, BC V2A, CAN

Job Details

Description

The YMCA Child Care division is seeking an enthusiastic and skilled manager with exceptional leadership and supervision abilities. This individual excels at multi-tasking, taking initiative, and balancing competing demands while providing superior service to our children and families. The Child Care Manager role is dynamic and exciting, requiring the successful applicant to be experienced and confident in people management. Someone who is flexible and can adapt during growth opportunities would feel successful in this role. This position works both in and out of ratio to support staff, children, and administrative needs, and collaborates with the Early Years Supervisor to ensure staff coverage for documentation, breaks, illness, and vacation time.

The Child Care team is supportive, and growing! Already the YMCA's across Canada are the largest provider of care in the country and here locally we expanding too. The YMCA of Southern Interior BC has a child care growth plan that currently operates 14 child care locations, serves over 900 families and is on target to serve up to 1100 families by building and opening several more child care centers over the next few years. Are you passionate about the development, wellbeing, and education of children of all ages? Do you feel that you can provide leadership and support to multiple programs, educators, and professional staff in the areas of Early Years and School Age Child Care? If you find this exciting, then we want to hear from you!

If the following sounds like a great day at work, then this job might be for you!

As the Child Care Manager, you will:

- **Oversee and ensure smooth day-to-day departmental operations:** Provide effective leadership and create a positive work environment where employees feel empowered, valued, and excited.
- **Manage and lead a variety of licensed child care programs:** Preschool, Infant-Toddler care, Full Day 3-5 care, Before and After School care, and Licensed Camps, while adhering to YMCA policies and procedures, licensing regulations, legal requirements, and curriculum standards.
- **Support the implementation of child care programs and services:** Meet the commitments and targets set in the Association's annual operating plan, manage program budgets and special projects to ensure all programs operate at maximum capacity.

- **Provide leadership, training, and direction:** Ensure that YMCA curriculums and best practices are consistently maintained in the programs. Work in ratio with children to support their development and learning.
- **Communicate directly with families:** Coach and support employees to resolve problems and negotiate solutions with families and employee issues.
- **Work independently:** Make decisions and execute tasks with minimal support in an environment with many urgent and competing priorities.
- **Participate in YMCA of Southern Interior BC community initiatives.**

We'd love to hear with people with:

- **Minimum 3 years of experience** in people management in either licensed child care, child development, or a community/social services program that also includes budgetary/fiscal management.
- **Experience in full cycle recruitment processes** and development of key staff.
- **Exceptional interpersonal, communication, and conflict resolution skills.**
- **Valid BC ECE Certification** is required.
- **Driver's license** is required (mileage is compensated).
- **Class 4 license** or willingness to obtain and ability to train staff towards license.
- **Current First Aid Certification - CPR B or C** or willingness to obtain

Competencies:

- **Commitment to Mission, Vision and Values:** Demonstrates and promotes a personal understanding of and appreciation for the mission, vision, and values of the YMCA of Southern Interior BC.
- **Service Orientated:** Deliberately identifies and creates opportunities to enhance each and every individual's YMCA experience. Creates action plans to resolve any service gap areas.
- **Relationship Building and Collaboration:** Builds positive interactions, listens attentively, and communicates effectively to create an open communication environment. Share information, best practices, and resources with colleagues.

The YMCA's Commitment to Trust, Safety and Equality:

As part of a trusted charitable organization, you can expect to receive excellent services and safety training throughout your YMCA career. As the first step in your journey, you will be required to:

- Provide 3 references of a professional nature (Ex. employer, supervisor, colleague, teacher, coach, etc.)
- Provide a satisfactory Criminal Record Check/Vulnerable Sector Search issued no later than six (6) months preceding your start date. The YMCA will provide applicable instructions and paperwork.

The YMCA of Southern Interior BC is an equity employer and encourages applications from all individuals who may contribute to the diversity of our workplace. This includes persons with diverse abilities, persons of colour and ethnicity, Indigenous persons (First Nations, Metis, and Inuit), and people of all sexual orientations and genders.

As part of Government's Early Care and Learning Recruitment and Retention Strategy, Early Childhood Educators (ECEs) working in licensed child care facilities are eligible to receive a \$6 per hour wage enhancement.

Application deadline: April 18, 2025

Qualifications

Behaviors

Preferred

Leader: Inspires teammates to follow them

Innovative: Consistently introduces new ideas and demonstrates original thinking

Team Player: Works well as a member of a group

Enthusiastic: Shows intense and eager enjoyment and interest

Detail Oriented: Capable of carrying out a given task with all details necessary to get the task done well

Dedicated: Devoted to a task or purpose with loyalty or integrity

Motivations

Preferred

Growth Opportunities: Inspired to perform well by the chance to take on more responsibility

Ability to Make an Impact: Inspired to perform well by the ability to contribute to the success of a project or the organization

Licenses & Certifications

Required

ECE License to Practice

[Learn more about us](#) ↗