

Team Lead, Early Years – YMCA BC

Date Posted:	July 9, 2026
Position Title:	Team Lead, Early Years
Location:	YMCA Fort St. James Care and Learning Centre (349 Stuart Dr W, Fort St James, BC V0J 1P0)
Term:	Permanent, Full-Time
Hours:	40 hours per week
Shift:	Monday - Friday shifts may vary between the hours of 8:00am - 5:00pm
Start Date:	As soon as possible
Salary:	\$35.64 per hour for ECE License (Includes \$6 per hour for Licensed ECE's as per the Provincial Government's Wage Enhancement Initiative).
Reports To:	Manager, Early Years

Benefits:

- Competitive vacation and paid sick time
- Free YMCA Gym Membership+ Y@Home
- Generous employer-matched pension plan
- Eligibility for Extended Medical and Dental Benefits
- Training and Professional Development Opportunities
- Extensive Employee assistance program
- Reduced childcare rates and priority placement for YMCA Staff
- Be part of a charitable organization that positively impacts the community

**Some benefits may vary based on employment terms*

Nature & Scope

The Team Lead will work directly within the early childhood program, managing the daily operation and delivery of childcare services, along with providing care and creative

programming for children in a group setting. Early childhood educators (ECE, ECE-IT/ SN) at the YMCA ensure a safe and engaging environment for all children. By adhering to the YMCA Playing to Learn curriculum, they design, and lead activities tailored to the interests and developmental stages of the children in their care. These educators also cultivate and maintain strong, positive relationships with parents, fellow educators, and community partners to deliver high-quality childcare within the communities we serve.

Major Responsibilities - *in this position, you will:*

- Provide quality care and creative programming directly to the children
- Build meaningful and positive relationships with children and families
- Work with your team to create a supportive and safe environment for both staff and families
- Deliver high quality and age-appropriate programs based on the YMCA Playing to Learn curriculum
- Ensure constant active supervisor and collaborate as a team to facilitate smooth transitions between play areas.
- Utilize our parent communication app (Weemarkable) to provide daily communication and updates
- Keep a clean and safe environment – in all program areas and common spaces
- Follow all YMCA, Child Care Facility Licensing (CCFL) and legal requirements, including YMCA Playing to Learn curriculum standards
- Directly supervise and provide leadership to a team of Early Childhood Educators, other staff members and volunteers, within YMCA guidelines and CCFL licensing requirements
- To provide leadership to the team in delivery of high quality and age appropriate programs based on the YMCA Playing to Learn curriculum
- To facilitate the planning and implementation of a consistent child centered program in accordance with YMCA standards
- To maintain and complete administrative tasks in an accurate manner and within prescribed timelines, including (but not limited to) staff scheduling, incident reports, files, inventory, supply ordering
- To maintain/increase/sustain enrolment at approved capacities.

- To establish and maintain positive daily communication and interaction with families, providing quality customer service and building meaningful relationships
- To develop and maintain positive working relationships with staff, volunteers and key community stakeholders
- To provide leadership and work with centre staff and volunteers to maintain a well-organized, safe and clean environment, including all activity and program areas, common spaces, and washrooms
- To set an example for professional appearance and conduct and maintain those standards among the staff team
- To interact directly with the children, providing quality care and creative programming
- To ensure that all safety and supervision standards are implemented and maintained according to licensing and YMCA requirements
- To release children only to those authorized by parent/guardian, to ask for identification in order to ensure that the authorized pick-up has been verified
- To maintain confidentiality of all information related to the centre, the children, their families, and staff
- To attend all YMCA Playing to Learn professional development sessions and other training, as scheduled
- To read, understand and follow all YMCA, Child Care Facility Licensing (CCFL) and legal requirements, including YMCA Playing to Learn curriculum standards

Qualification - *you bring*:

- Basic ECE certification from a program recognized in British Columbia is required
- Infant Toddler Educator (ITE) License is preferred
- Special Needs Educator (SNE) is an asset
- One to three years of supervisory experience
- High level of organization and customer service skills
- Strong verbal and written communication skills
- Any training (Diplomas/ Certificates, or other evidence) related to child growth and development

- Emergency First Aid and CPR-C & AED certificate required (to be obtained within 30 days after the start date)
- Successful candidate will be required to provide 3 satisfactory references
- Successful candidates will be required to provide a current and satisfactory Criminal Record check with a Vulnerable sector search issued no later than six (6) months preceding the start date.

About YMCA BC:

By igniting belonging and championing health equity, YMCA BC strengthens the foundations of community. With over 3,000 employees and volunteers, YMCA BC serves 150,000 individuals of all ages, backgrounds and abilities across hundreds of service locations, from the Sunshine Coast to Fort St. John.

As a charity, YMCA BC promotes equitable access to healthier outcomes by providing vital programs and services to help address many of our communities' most pressing social issues, including health and wellness, affordable child care and camps, mental health, employment services and community health.

We believe there is potential inside all of us and envision vibrant, healthy and inclusive communities for all.

YMCA BC is firmly committed to equity, diversity, inclusion, and belonging (EDIB). By taking an intersectional approach to our programs and services, the YMCA is committed to creating spaces and experiences where everyone feels safe, welcome, and like they belong. Learn more at bc.ymca.ca.

Application Process - *ready to make a difference?*

We invite you to apply today and find your WHY!

Internal Applicants: Please apply online to this position through the ADP Workforce Now Career Centre. (*Myself/Talent/Career Centre*)

Application Deadline: Until filled

- **Please include any and all relevant certifications in your online application.**

You will receive an automated notification to confirm receipt of your application.

- If short-listed for a position: We will contact, you to move forward to the next step.
- If not selected for a specific posting: Continue applying for future positions matching your qualifications and interests.

Note: Depending on the role, we may be required to prioritize internal applicants. At YMCA BC, we approach each hiring process individually, recognizing that people bring diverse experiences and strengths. If this opportunity speaks to you, we encourage you to apply—even if you don't meet every listed qualification. Your unique background might be just what we're looking for. And if this role isn't the right fit, we hope you'll continue exploring future opportunities with us that align with your skills and aspirations.

YMCA BC is committed to creating an inclusive, accessible environment where all members of our community feel valued, respected, and supported. We encourage applications from the diverse communities in which we live and serve, including but not limited to people of colour, Indigenous people, persons with disabilities, and persons of any sexual orientation or gender identity. We have established policies, procedures, and practices to meet accessibility standards throughout the hiring process. Should you require any accommodation throughout the recruitment process, please do not hesitate to contact our People Services department.

Thank you for your interest and application



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