



Connections Kids Club

Job Posting:	School-Aged Childcare Worker		
Posting Date:	Jan 09, 2026	Closing Date:	Jan 23, 2026
Competition #	BAS-Spul'u'kwuks	Location:	Splu'u'kwuks Elementary
Summary Statement:			
You will deliver childcare programming to school-aged children, including children with special needs, and develop and implement developmentally appropriate educational and recreational activities for before- and after-school programs, including during school holidays.			
Overview:			
Position Title:	School Aged Child Worker	Headquarters:	110-7580 River Road, Richmond BC V6X 1X6
Program:	Connections Kids Club	Department:	Children's Program
School Location:	Spul'u'kwuks Elementary School, 5999 Blanshard Dr, Richmond		
Status:	Bargaining Unit	Classification:	CBA Grid 9
Relationships:			
Reports to:	Childcare Manager/Operation Manager/Executive Director		
Subordinate Staff:	Volunteers		
Internal Contacts:	All CCSS Staff and Volunteers		
External Contacts:	School District, community partners, parents, social media		
Job Summary:			
<ul style="list-style-type: none"> ➤ Plan, lead, and participate in developmentally appropriate activities for children, including crafts, games, sports, and outdoor play. ➤ Provide guidance, role modeling, and supervision to ensure a safe and inclusive environment. ➤ Assist children with daily routines, problem solving, and conflict resolution. ➤ Maintain program supplies and spaces in an organized and safe manner. ➤ Prepare and serve snacks in line with program guidelines. ➤ Communicate effectively with parents, guardians, and colleagues. 			
Schedule and Availability:			
Split-shift schedule, Monday to Friday (subject to change):			
<ul style="list-style-type: none"> • Morning: 6:30 – 9:00 a.m. • Afternoon: 2:00 – 6:00 p.m. 			
Education, Experience, and Qualifications:			
<ul style="list-style-type: none"> • Must be at least 19 years or older • Valid First Aid Certificate (minimum two years remaining at time of hire) 			

110-7580 River Road,
Richmond BC,
V6X 1X6

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- Completion of at least 20 hours of coursework in child development, guidance, health and safety, or nutrition OR Responsible Adult Certificate
- Minimum two (2) year of full-time experience working with school-aged children.
- Ability to run, play, lift up to 25 lbs, and respond in emergencies.
- Successful Criminal Record Check prior to hire.
- Proof of up-to-date immunizations.
- Ability to provide mature, caring, and responsible guidance to children.
- Food Safe Certificate is an asset.
- Energetic, engaging, and enthusiastic when working with children.
- Provide three references (one character reference and two work-related).

Key Duties and Major Responsibilities:

A. Individual Group and Client Support

- Plans, carries out and evaluates age-specific activities for children in the centre or in the community. Develops daily schedules that include indoor/outdoor, active/quiet and individual/group activities. Monitors children's conduct and ensures their safety.
- Develops individualized and group programs depending on children's needs. Recommends referrals or additional services for children with professionals such as behavioural therapists, occupational therapists and speech language pathologists.
- Provides behavioural intervention and support for children to assist in the development of their physical, cognitive, emotional and social skills.
- Reports on progress, behaviours of children and other outstanding issues. Maintains required records and statistics.
- Participates in short- and long-term planning and evaluation of school aged child care programs offered by the organization. Provides recommendations for change to the supervisor.
- Attends to children's special and physical needs such as toileting, eating and transferring.
- Ensures a healthy and safe environment in which the children can interact. Observes and removes potential hazards.
- Administers first aid and medication as required.
- Communicates with families about children's growth and development. Requests input from and participation of parents in the development of programs. Confers with parents with regard to unusual or problematic issues.

B. Community Liaison

- Maintains awareness of community resources and supports.
- Liaise with community service providers and professionals to coordinate services, referrals, and represent the program at external events.

C. Administrative/Miscellaneous

- Maintain program records, statistics, and reports as required.



- Contribute to program development, evaluation, and policy recommendations.
- Support reporting requirements for funders and partners as needed.
- Purchase program and snack supplies using petty cash and submit receipts as required.
- Participate in regular supervision and follow ethical standards outlined by the Child and Youth Care Association of BC.
- Adhere to all licensing regulations and organizational policies.
- Perform other related duties as assigned.

Additional Information:

- This position is open to all applicants unless bona fide occupational requirements apply.
- Duties listed are representative and not exhaustive.
- This position requires **split shifts** and averages **25–35 hours per week**, subject to funding and enrolment, with flexibility for early dismissals, Pro-D days, and school breaks.
- Staff must work effectively with a diverse group of children and volunteers and practice in a culturally responsive and inclusive manner.
- Wage: \$22.14/hour (per BCGEU School Age Worker benchmark)
- Membership in the BCGEU is a condition of employment.

How to Apply:

Please submit your resume and cover letter outlining how your skills, experience, and knowledge support success in this role to: daniel.suen@ccssociety.ca

Important:

- Reference Competition # BAS-Spul'u'kwuks in the subject line.
- Applications without the competition number will not be reviewed.
- No phone calls, please. Only candidates selected for interviews will be contacted.

