

**The Church on Oxford Hill is seeking to hire a manager for out of school Child Care Centre.**

***Treehouse Child Development Centre in White Rock is looking for a Manager To lead and develop our wonderfully beautiful, imperfect team***

**Full Time Position**

**Salary between \$51 and \$55,000**

**Start Date ASAP**

**You will need:**

- Sense of humour.
- Be able to start ASAP: I'm losing sleep because you are not here.
- A valid First Aid Certificate
- Class 4 bus license will be important. If you do not have one, this will be the time to get passionate about getting one. We will cover your fees to get your license and likely a coffee thrown in. If you already have a class 4, someone will bake you your choice of a Rhubarb Crisp or best ever Cinnamon Buns. This promise only valid if we actually hire you.
- ECE license is important.
- To make our church your church home. We know we are asking a lot. We believe it will take a miracle to get the right person as soon as we need.

**Basic duties:**

- Get to know and enjoy working with our second in command, managing responsibilities
- Oversee, empower, and build up staff. schedule etc.
- Love kids from the core of your being
- Love the parents and the fact that you are providing an incredibly important service to them, your joy is their peace

- Love Jesus... and his bride.
- Deal with, trouble shoot, solve all the typical day to day stuff
- It for sure will include computer skills, love of admin etc.
- Liase with parents
- Liase with church board
- Liase with bookkeeper
- Look up "liase"; I did to make sure it was the word I wanted.
- Develop the program together with your team so that it reflects who you and we are together

### **Closing Comments: (Well who are we?)**

This is truly a calling more than a job. Our church has joined our cry with the cry of Moses for the presence of God to be our distinguishing characteristic. Our vision is: "on earth as it is in heaven", sounds beyond us, and it certainly is. Our mission is to establish that in our circles of influence. Your mission is to lead in such a way that the love, joy and peace of heaven increase in our centre and the families connected to it.

Our manager of many years is part of our church and in fact for the month of August is literally holding your place for you. She would love to meet you very soon.

If you could include your own story of faith with your resume but in a different document, that would be great.

**Send Resumes to [pastorcliff@oxfordhill.ca](mailto:pastorcliff@oxfordhill.ca)**