

# Licensed Daycare Instructor Sub

Posting #PRC2026-26

Are you over the age of 19 and want to help shape the young minds of our community? Then we have the perfect fit for you!

Oak Bay Parks, Recreation and Culture are seeking a Daycare Instructor subs to join the Licensed Care team. Our ideal applicant is organized and dedicated to making a difference in our community. Working under the direction of the Daycare Supervisor the Daycare Instructors will plan, prepare, and supervise a safe, fun, and stimulating program for children ages 3-5 years old. Our Auxiliary staff enjoy a free Staff Pass when they work one shift per week, flexibility in hours to accommodate different lifestyles, a culture that cares about work-life balance, and 14% pay on top of their hourly wage in lieu of benefits. We foster a learning environment and provide you with on-the-job training. We acknowledge and respect that the District of Oak Bay lies in the traditional territory of the lək'wəḡən people, known today as the Songhees and Esquimalt Nations, and that their historic connections to these lands continue to this day.

## RESPONSIBILITIES

- Work with children, parents/guardians, staff and public in a warm and friendly manner.
- Work within Community Care Facilities Licensing Board regulations.
- Plan, supervise and implement a daily schedule of activities suitable for children 3-5 years of age.
- Adhere to all safety guidelines and standards.
- Ensure program areas are always kept clean and well-maintained.

## QUALIFICATIONS

- Applicants must be a minimum of 19 years of age.
- Early Childhood Educator Assistant (ECE A) and/or Early Childhood Educator (ECE) Certificate from a recognized post-secondary institute (and licensed to practice in BC).
- Experience instructing pre-schoolers in a childcare/recreational environment.
- Must meet Island Health licensing requirements, including current Emergency First Aid and CPR-C certifications and 20 hours of related training or education.
- Provision of a current Police Information Check with Vulnerable Sector Screening (Note: This is the applicant's financial responsibility to obtain this).

<b>HOURS OF WORK</b>	<b>Subbing opportunities:</b> Monday-Friday 7:30am-5:30pm <i>Work hours may vary based on operational requirements.</i>
<b>LOCATION(S)</b>	Neighbourhood Learning Centre
<b>RATE</b>	\$25.63-\$26.88 (\$23.16-\$24.29 per hour plus \$3.24-\$3.40 per hour in lieu of benefits) – 2024 rates
<b>STATUS</b>	Auxiliary (This is a union position)
<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>• 14% in lieu of benefits per hour.</li> <li>• Staff Membership to drop-in the weightroom, fitness classes, skating, and pool (applicable to employees with 1 or more set shifts per week)</li> </ul>

Please submit applications by 4:30pm, Tuesday, March 31<sup>st</sup>, 2026 to:  
Job Application Drop Box, Oak Bay Recreation Centre, 1975 Bee Street, Victoria, V8R 5E6 or  
Email to: [recreationjobs@oakbay.ca](mailto:recreationjobs@oakbay.ca)

Subject line in email should read: PRC2026-26 Licensed Daycare Instructor Sub

Please note that only short-listed applicants will be contacted after the closing date of the posting