

Currently, we have a position open for:

# Indigenous Supported Child Development Community Developer

**Classification:** Unique, 569 Points, Grid Level 11, JJEP Wage Grid

**Permanent Part Time:** 17.5 hrs. (Monday-Friday with occasional evenings or weekends) - This position requires union membership.

**Location:** 200 11830 223rd and outreach

**Date of Posting:** September 26, 2024

**Closing Date:** until the position is filled.

*Pursuant to Section 41 of the BC Human Rights Code, preference may be given to applicants who self-identify as Indigenous (First Nation, Métis, or Inuit). It will greatly assist us with screening if you refer in your application to your Indigenous identity. Recognizing the impacts of colonization on Indigenous people, it is your choice whether to volunteer information. We will hold your application in the strictest confidence, sharing it only with the hiring panel.*

*We are committed to the principles and practices of an inclusive and equitable employment process. We encourage applicants from communities which are structurally marginalized based on race, colour, religion, nationality, social or ethnic origin, sex, age, disability, sexual orientation, gender identity and/or expression. All qualified candidates are encouraged to apply. Only applicants shortlisted for interview will be contacted.*

The Indigenous Supported Child Community Developer is responsible for ensuring that the childcare programs receive cultural appropriate professional development and training to assist in the full participation of Indigenous children who require extra support in childcare programs in Maple Ridge and Pitt Meadows. Supporting childcare programs by providing high-quality Indigenous programming will improve and empower the child's development, life outcomes and gain a keen sense of identity.

## **QUALIFICATIONS:**

- A diploma in Early Childhood Education or in a related human or social service field
- One-year recent related experience working with children and youth who have developmental delays, their families and other professional is preferred.
- Preference for candidates with experience working with Indigenous children and families
- Direct program delivery experience in the community social service sector with a demonstrated working knowledge of family-centred practice, early intervention child development, and community-based programs
- Experience in establishing relationships and working collaboratively with community members and related organizations
- Excellent understanding and knowledge of Indigenous culture, traditions and socio-economic issues affecting urban Indigenous families
- Ability to maintain a positive, professional, non-judgmental attitude and strict adherence to agency confidentiality policies

- Strong organizational skills, ability to multi-task in a dynamic working environment; self-motivated personality; ability to work independently and as a team player and demonstrated practical experience in exercising independent judgment and initiative
- High level of understanding about child development and the impact of disability and delay on growth and development
- Knowledge and experience of group process and facilitation techniques.
- Ability to reflect on and improve professional practice
- Well-developed interpersonal skills, supportive counselling, and advocacy skills.
- An outgoing, energetic individual who has an excellent Knowledge and understanding of Indigenous culture, communities, organizations, traditions, and service providers within North Fraser area
- Strong interpersonal skills, good organization, time, and general management skills. Excellent oral and written communication skills
- Knowledge of communities and community partners within Maple Ridge and Pitt Meadows or the willingness to learn
- Strong work ethic and positive team attitude, self-motivated and proactive when dealing with conflicts and problem-solving skills
- Demonstrated professionalism through diplomacy, ethical decision making and accountability
- Completion of a range of workshops pertaining to child and youth development and working with families considered an asset
- Demonstrated ability to use a variety of software Microsoft Office 365, E-mail, Internet, and training tools
- Criminal record check working with children and vulnerable people is a requirement of all employees of FRIS
- Valid First Aid certificate, Infant CPR (AED Level C, considered an asset)
- Valid Class 5 BC drivers' licence (Driver's Abstract required) and own reliable transportation
- Willing to obtain business insurance and liability coverage
- Experience in Non-Profit considered an asset

## **KEY RESPONSIBILITIES:**

- Promote and support traditional cultural teachings and practice for our families, agency, and community.
- Works in collaboration with the ASCD Consultants and childcare providers to promote and support development and to ensure the effective inclusion of children who require extra support.
- Develops, locates, and provides information and resources on inclusion and topics relating to children who require additional support and general child development through trainings, workshops, newsletters, and presentations
- Promotes, facilitates, and coordinates community awareness, education and training to childcare providers and community around inclusion, family-centered practice, culturally appropriate Indigenous practice, and strategies for children who require additional support and their families.
- Support capacity building, establish relations with and liaise with the Ridge Meadows community.

- Develop and implement culturally appropriate training and resources for the community to increase the community's capacity to meet the needs of those with support needs.
- Work collaboratively and promote the work and vision of families, the program, and Fraser River Indigenous Society with appropriate professionals and/or agencies in the community
- Support childcare settings to develop and implement cultural inclusive philosophies, practices, policies, and procedures by identifying toys, books, décor and community resources to promote the child's development
- Aid when needed in agency programs such as, but not limited to; ECD Drop-in programs, parent groups, and early years workshops
- Use cultural traditional practices that focus on the mind, emotion, body, and spirit and recognize family strengths and asset, while implementing the Seven Sacred Teachings and Medicine Wheel teachings
- Maintain an appropriate record and information system. Prepare reports and provide accurate data when needed
- Ensure that accurate program and records are maintained, and that confidentiality is a priority
- Ensure that all pertinent requirements and documentation are complete and up to date
- Responsible for collecting and maintaining relevant data, stats, surveys, noted documentation for monthly reports to EY manager and as required by the funder
- Ensuring all aspects of the program are maintained and accurate such as: registration, program promotion, budgeting, managing and reconciling petty cash and purchasing of supplies
- Guide and direct childcare centres through the available cultural resources, suppliers and supports available.
- Ensure that their ongoing cultural supports needs are being met
- Help childcare centers to identify issues or gaps in service and supports for the individual and explore possible ways to address them
- Use cultural traditional practices that focus on the mind, emotion, body, and spirit and recognize strengths and asset, while implementing the Seven Sacred Teachings and Medicine Wheel teachings
- Ensure that accurate program and childcare centres records are maintained, and that confidentiality is a priority.
- Ensure that all pertinent registration requirements and documentation is complete
- To maintain a healthy and safe environment, comply with WCB health and safety standards
- Observe and remove potential hazards. Report all incidents of suspected child abuse and follow organizations procedures and government legislation
- Comply with all legal and licensing requirements
- Implement established Society policies and practices in all aspects of service delivery
- Maintain appropriate records and prepare written and oral reports
- Contribute to the monitoring and evaluation of all aspects of service within the team
- Plan and implement personal and professional development activities
- Contribute to planning processes to ensure appropriate equipment and resources are available to the team
- Actively participate as a team member to the creation of a supportive, dynamic environment
- Workers are required to take precautionary measures and to follow safety guidelines to ensure safety. Workers must be aware of the risks when working with potentially hostile or aggressive clients and follow safety guidelines to ensure their safety De-escalation Strategies

- All staff must participate in taking care of our spaces by assisting with light cleaning duties including kitchen areas, meeting spaces, reception areas, and other common spaces
- Assist with program evaluation and quality improvements
- Participate in agency events and activities, as required, Health & Education Fairs (NIPD, Truth & Reconciliation/Orange Shirt Day) and other community events required by the organization
- Schedule Subject to flexible work hours (days, evenings, and weekends) as well as flexible work location/environment within the region
- Adhere to policies and standards of FRIS

To apply send cover letter & resume to:

**FRASER RIVER INDIGENOUS SOCIETY**

11830 223rd Street (2nd floor)

Maple Ridge, BC.

V2X 5Y1

Email:

**Under Section 25 of the Constitution Act and Section 16 (1) of the Canadian Human Rights Act FRIS will give preferences to Indigenous peoples. Only short –listed candidates will be contacted**