“Looking for Individuals Passionate about Nurturing the Budding Potential of Young Children & Planning to Pursue a Career in Early Childhood Education!”

EARLY CHILDHOOD PROGRAM SUPPORT
(multiple positions)

<table>
<thead>
<tr>
<th>Job post date:</th>
<th>November 18, 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reports to:</td>
<td>Senior Program Director</td>
</tr>
<tr>
<td>Classification:</td>
<td>Permanent Part-Time/Full-Time &amp; Casual positions available</td>
</tr>
<tr>
<td>Location:</td>
<td>A101-10095 Whalley Blvd, Surrey</td>
</tr>
<tr>
<td>Schedule:</td>
<td>To be determined, evenings and weekends may be required</td>
</tr>
<tr>
<td>Rate:</td>
<td>Compensation dependent upon experience</td>
</tr>
</tbody>
</table>

About Us:
The Fraser Region Aboriginal Friendship Centre Association (FRAFCA) is a rapidly growing Indigenous community-based organization, serving BC’s largest urban Indigenous population of children, youth, families & Elders. Our Vision is to build a community of strong, healthy, successful Indigenous people connected to each other and to their roots by fostering their health & well-being through culturally relevant services, support, and advocacy.

Position Summary:
FRAFCA currently operates a range of programs targeted towards young children aged 0-6 and we are looking to expand by recruiting individuals who are passionate about working with young children and are open to or have completed their Early Childhood Educator (ECE) or ECE Assistant training. We are keen to build capacity in Indigenous approaches to ECE in Surrey and support the right candidates to complete their ECE or ECE Assistant certification while working in our early years programs.

Why FRAFCA:
- Opportunity to work alongside cultural knowledge keepers & Elders
- Holistic, culturally safe, approaches to serving our clients and community
- Freedom to share and observe own cultural practices (ie. smudging in the office)
- Access WorkBC Employers Training grants and other bursaries to fund ECE training & other professional development
- Parking available on-site
- Extended Health Benefits Package (Medical, Dental, Travel) and Employee Assistance Plan after the 3-month probationary period
- BC’s ECE Wage Enhancement (for licensed ECE staff)
- 10 annual paid sick/personal leave days
- Paid vacation days (up to 25 days based on years of service)
- Offices located along main transportation routes; main office by the Skytrain station

A101 – 10095 Whalley Boulevard Surrey, BC V3T 4G1 | Tel: (604) 595-1170 | Fax: (604) 595-1176
Email: reception@fracf.org | Website: www.fracf.org
Your Duties: Some on your duties & responsibilities include:

- Supervise children in the ECD drop-in program;
- Support development of culturally based curriculum to meet the needs of the children;
- Model positive parent-child interactions;
- Assist in the overall care, maintenance and sanitization of the ECD area and equipment;
- Support the day-to-day operational aspect of running program and events including but not limited to; set up & clean up of program location, food preparation, welcoming and registering participants;
- Outreach at different events and programs in the Surrey area to connect with Indigenous parents, caregivers and families who could benefit from FRAFCA programs and other supports;
- Provide one-on-one outreach, home visits and family support to parents, caregivers and families who may not be ready to join formal programming, or need some extra support out of group;
- Refer clients/families to other services/agencies when necessary;
- Provide monthly written and statistical reports to the Program Manager;
- Other duties as required

Qualifications:

Education and Experience:

- ECE or ECE Assistant training/certificate – asset but not required;
- Experience working for an ECE program/NPO/ equivalent combination of education & related experience;
- Food Safe Certification – asset but not required;
- Must have (or be willing to obtain within 90 days) a valid First Aid Certificate;
- Valid driver’s license, own reliable transportation and a clear driver’s abstract an asset;
- Criminal Record Check & review is a requirement.

Knowledge, Skills and Abilities:

- Demonstrated ability to work well under pressure and ambiguity;
- Excellent interpersonal; communication, conflict management and analytical skills;
- Ability to work effectively independently as well as in a team setting;
- Knowledge of the diversity of Indigenous cultures, identities, lived history and the inter-generational impacts of residential school, and colonization on children and families;
- Ability to physically set up and take down chairs, tables and other program equipment;
- Basic computer skills (including Microsoft Outlook, Word, Excel, etc.)

How to Apply:

Please send Cover letter and Resume by fax, mail, hand delivery or email marked attention, at:

Email: jessica.pan@frafca.org | Fax: 604.595.1176
SNAIL Mail: A101-10095 Whalley Boulevard, Surrey, BC V3T 4G1

Identify the position code (ECE Work Study) in the subject of your email, fax, and cover letter.

We thank all that apply, but only those selected for interview will be contacted.

Applications will be accepted on a rolling basis. Open until suitable candidate is found.

*****Pursuant to S. 41 of the BC Human Rights code, preference may be given to Aboriginal Applicants.