

School District #84 (Vancouver Island West)

Position: StrongStart Facilitator for Tahsis and Zeballos

TEMPORARY STRONGSTART FACILITATOR

ZEBALLOS and TAHISIS

Under the direction and supervision of the Principal, Special Education, Student Learning and Technology or designate, and together with parents/caregivers, the StrongStart Facilitator will provide parent support and education regarding stages of early childhood development and information on related community resources, and operate a participative program for parents and their 0-5 year old children that focuses on key aspects of literacy and numeracy at an age-appropriate level. This position requires the successful applicant to travel between the two communities on a weekly basis for the delivery of the program. The successful candidate would be responsible for the program in Tahsis, and would provide mentoring and assistance to the StrongStart Facilitator in Zeballos.

Effective immediately until the return of the incumbent or June 30, 2012, this appointment equals four hours per day when students are in session.

Duties:

- establish and post a daily schedule for the program with participative development;
- ensure that the activities available for the children reflect the stages of child development and encourage creativity and language and numeracy development;
- plan and prepare active, participant-oriented circle times that involve stories, songs, puppets, and props;
- plan and serve juice and snacks for participants;
- provide education/support for parents/caregivers such as in child health, nutrition and discipline strategies that support their child's social and emotional learning and development;
- provide mentoring and assistance to the StrongStart Facilitator in Zeballos;
- prepare the StrongStart Centre for opening and tidy up after closing each day;
- connect with service providers in the community and facilitate referrals for families where necessary;
- connect with District personnel to facilitate a smooth transition for families into the formal school system;
- perform all duties with a level of interpersonal skills appropriate to the position;

- maintain confidentiality of sensitive information seen or heard; and,
- perform other job-related duties as may be required or assigned.

Qualifications, Skills and Abilities:

- Grade 12 education or the equivalent;
- Certificate, preferably a Diploma, in Early Childhood Education (minimum 18-month program) or considerable experience working with young children and license to practice by June 2013;
- Valid Child Safe First Aid certification;
- Training and/or experience working with parents/adults in a facilitative role;
- Five years recent directly related experience working in early childhood education, recreation, social work, or community development with 0-5 year old children and their parents/caregivers in a facilitative role is preferred;
- Food Safe Certification is desirable;
- WHMIS Certification;
- Class 5 driver's license and access to own vehicle;
- Physical capability to perform the job duties.

The rate of pay for a StrongStart Facilitator is \$24.34 per hour, as per the Collective Agreement. Employment is subject to an approved Criminal Record Check. Application form and job description available at www.sd84.bc.ca. The successful applicant will be required to complete on-line WHMIS and harassment awareness training prior to the commencement of employment. Information will be provided.

Application form and supporting documents to be submitted by 4 pm, January 31, 2012, to:

Ms. Annie James, Human Resources Administrator

Vancouver Island West School District 84

Telephone 250-283-2241 / Fax: 250-283-7352

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