



Southern Stl'at'imx
Health Society

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JOB POSTING: EARLY CHILDHOOD DEVELOPMENT ASSISTANT

Position Title: Early Childhood Development Assistant

Location: Mount Currie, BC

Type: Full-time employee

Salary: \$45 000 – \$48 000 (based on experience)

Other Benefits: SSHS offers a competitive benefits and employment package for full-time staff

Position Start Date: As soon as possible

Position End Date: June 30, 2024 (with possible extension)

Closing Date: November 14, 2023

About Us: SSHS is a non-profit Indigenous Health Organization dedicated to improving the health and well-being of Indigenous communities. Our organization provides culturally appropriate healthcare services, programs, and initiatives to support the holistic health of Indigenous individuals and families.

Position Overview: SSHS is seeking a self-motivated Early Childhood Development Assistant to support providing quality programming in a variety of settings in Q'aLatku7em, Skatin and Tipella. Programs may include Early Childhood Development Drop-ins, Playgroups, and Community Events. The ECD Assistant supports the ECD Coordinator, ECD staff, children aged 0-6, their families utilizing a strengths-based approach. The ECD Assistant is responsible for program and theme planning, record keeping and reporting. The position requires travel over rough roads to remote communities to deliver services. Company vehicle will be provided.

As programs are evolving the Early Childhood Development Assistant will have the opportunity to shape policies and procedures and will have direct influence on the emerging curriculum. Previous experience with utilizing the Ages and Stages Developmental Screening Tool, Moe the Mouse, Seven Sacred Teachings and Kimochis will be considered an asset but are not required.

Job Duties:

- Utilizes a strength-based approach to support children ages 0-6, their families and other staff.
- Demonstrated ability to use a culturally sensitive and safe framework when working with Aboriginal children, families and communities
- Program planning includes Early Childhood Development Drop-ins, Playgroups, Licensed Child Care Programs and community events.
- Utilizes developmental screening tools to assess growth and development (e.g. Ages and Stages Questionnaire)
- Responsible for program and theme planning, record keeping and reporting.
- Confident working independently and in teams.

- Providing feedback and input for policy and procedure changes.
- Assist in the planning of community events.
- Seeks opportunities to continuously improve daily work.
- Maintain liaison with other health and social service professionals such as; Elders, Physio therapists, Public Health workers, Occupational therapists, Speech and language pathologists and, Jordans Principle.
- May be required to work evenings and weekends
- Other duties as required.

Qualifications:

- Early Childhood Education Certificate (or in process)
- Strong communication skills
- Strong computer skills, including Microsoft Word and Excel.
- Demonstrated cultural competency and sensitivity
- Experience providing relationship-based services
- Demonstrates trauma-informed practice
- Ability to work individually and as part of a team
- Valid Child Safe First Aid Certificate
- Valid Driver's License (Class 5 or in process)
- Clean drivers abstract
- Must provide a satisfactory Criminal Records with Vulnerable Sector check.
- Valid Food Safe Certificate

Special Requirements

- Maintains strict confidentiality in performing the duties of this position and must adhere to the privacy, security and confidentiality policies of SSHS.
- Must adhere to the SSHS Human Resource policies
- This position requires travel to remote Indigenous communities served by SSHS, accessed by Forest Service Roads (FSRs) that require driving on rough gravel roads during all four seasons.

\$500 Signing Bonus

Please submit resume and cover letter by email to Julia Schneider, Executive Assistant, at julia.schneider@sshs.ca. Please include in the subject line your name and the position you are applying for.

Thank you for your interest!