



## **Early Childhood Development Worker (Part-time)**

The Kwikwetlem First Nation (KFN) are proud hə́n' q' əmiń əm' -speaking (downriver Halkomelem) Coast Salish people, who descend from a tradition of elders who were renowned as spirit and winter dancers, skilled canoe builders, and master sturgeon and salmon fishers. As we look to the future, we seek to care for our community and our traditional lands in culturally meaningful ways. The Band Office is located on Colony Farm Road in Coquitlam, BC.

The KFN is looking for an Early Childhood Development Worker (ECD Worker) who will report to the Director of Health and will be responsible for the preparation and delivery of instructional activities, observing developmental indicators, redirecting behavior and addressing health and safety of the children in the program.

### **Duties & Responsibilities**

- Will demonstrate a positive “role model” image for children
- Facilitate activities through an Indigenous model of delivery and cultural awareness
- Develop and implement child care development programming that support and promote the physical, cognitive, emotional and social development of children
- Plan and maintain an environment that protects the health, security and well-being of children
- Assess the abilities, interests and needs of children and discuss progress or problems with parents
- Observe children for signs of potential learning or behavioral problems and prepare reports for parents, guardians or supervisor
- Guide and assist children in the development of eating, dressing and toilet habits
- Establish and maintain collaborative relationships with co-workers and community service providers working with children
- Plan and organize activities for school-age children in child-care programs before and after regular school hours
- Attend staff meetings as required
- Work in partnership to maintain cleanliness and organization of classroom materials
- Other related duties that may arise from time to time

### **Knowledge, Skills & Abilities**

- An Early Childhood Education Certification or Early Childhood Assistant Certificate
- A passion for working with children
- Knowledge and awareness of Indigenous Culture and Language
- Strong interpersonal skills to gain trust and respect of children and their parents
- Demonstrate skills working as a team and enjoy a team environment
- Experience working for a First Nation a definite asset
- The ability to maintain confidentiality at all times
- Experience in planning and implementing programs
- 1 – 3 years working in the child care field
- A current criminal check and vulnerable sector screening
- Current standard first aid and infant child CPR
- Food Safe certification
- Valid class 4 BC Driver's license

This position is a term position starting on April 1<sup>st</sup> and ending on March 31<sup>st</sup> the following year, is required one day per week, 8 hours per day, and the KFN will pay a competitive hourly wage based on experience.

If this sounds like a position that matches your skills and experience, then please provide us with your cover letter and resume.