

**BC ABORIGINAL CHILD CARE SOCIETY****E-newsletter April 23, 2010**

Visit our website at:

[www.acc-society.bc.ca](http://www.acc-society.bc.ca)

Previous Weekly Enews can be downloaded [here](#)

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**Job Postings**

- Full-Time ECE Manager Needed at Kitasoo Xai-Xais Child Care Centre in Klemtu, BC – **NEW**
- Full-Time K4K5 Substitute Teacher (Maternity Leave) Needed for 2010/2011 School Year at Salteau First Nations, Chetwynd, BC – **NEW**
- Executive Director Needed at the Children's Circle Childcare Society in Kamloops, BC – **NEW**

- Permanent ECD Coordinator Needed at North Cariboo Aboriginal Family Program Society, North Cariboo, BC - **STILL OPEN**
- Full-Time Early Childhood Educator Needed at Ittatsoo Preschool/Daycare, Ucluelet, BC - **STILL OPEN**
- Full-Time Senior Early Childhood Educator Needed at Eagles Nest AHS Preschool, Downtown Vancouver, BC - **STILL OPEN**
- Part-Time ECE Supervisor Needed at Tee Pee Tot Daycare, Lower Similkameen Indian Band, Cawston BC - **STILL OPEN**
- Full-Time Infant/Toddler Supervisor Needed at Tee Pee Tot Daycare, Lower Similkameen Indian Band, Cawston BC - **STILL OPEN**
- Full-Time Position for Infant & Toddler Early Childhood Educator at the Smuyuq'wa' Lelum Ladybug Lodge, Tsawwassen First Nation, BC - **STILL OPEN**
- Communications and Public Relations Associate Wanted at the Vancouver Aboriginal Child and Family Services Society (VACFSS) – **Extended Deadline**



#### About our Enews...

- How to Subscribe to our Weekly Enews
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## RESEARCH NEWS

### **Mental Health Bulletin – Prevention of Mental Illness: Why Not Start at the Beginning?**

*“There is increasing evidence that the origins of mental health problems diagnosed in later childhood, adolescence and adulthood can be found during pregnancy and very early childhood.”*

The Centre of Excellence for Early Childhood Development and the Strategic Knowledge Cluster on Early Child Development are proud to announce the release of their new publication. This issue focuses on mental health in young children.

Do not hesitate to consult this publication online at the following link:  
[Prevention of Mental Illness : Why not start at the beginning?](#)

For more information, please contact [cedje-ceecd@umontreal.ca](mailto:cedje-ceecd@umontreal.ca).

### **Stats Can Intro to Basic Statistics Workshop May 19, 2010 in Downtown Vancouver**

**When:** Wednesday, May 19, 2010 8:30 am – 4:30 pm

**Where:** Statistics Canada Boardroom, Suite 600-300 West Georgia Street, Vancouver, BC

**Topics:** Understanding your data, descriptive statistics – summarizing and describing your data, inferential statistics – making generalizations from survey results, searching for relationships between variables

**Registration:** Call 1-888-799-0059 or (604) 666-1851 or email [West.info@statcan.gc.ca](mailto:West.info@statcan.gc.ca)

***Register early as space is limited. Fee is \$300 + GST; early registration is \$275 +GST (at least 3 weeks prior).***

### **Stats Can Turning Statistics Into Stories Workshop May 20, 2010 in Downtown Vancouver**

**When:** May 20, 2010

**Where:** Statistics Canada Boardroom, Suite 600-300 West Georgia Street, Vancouver, BC

#### **Topics:**

- Five steps of turning stats into stories
- Methods of presenting data
- Determine the readership
- Sources of data
- Standard classifications
- Statistical techniques
- Writing with numbers
- Using graphs and charts

**Registration:** Call 1-888-799-0059 or (604) 666-1851 or email [West.info@statcan.gc.ca](mailto:West.info@statcan.gc.ca)

***Register early as space is limited. Fee is \$300 + GST; early registration is \$275 +GST (at least 3 weeks prior).***

### **GRANTS OPPORTUNITIES**

#### **Vancouver Coastal Health Health Living Program Community Grant Funding, deadline April 30, 2010 - DEADLINE APRIL 30, 2010**

The Healthy Living Program (HLP) of Vancouver Coastal Health is pleased to announce grant funding to support community projects in **Vancouver**.

We provide funding to local community grassroots organizations for projects that address health promotion and prevention of risk factors for chronic disease. Projects must focus on one or more of the following: increased healthy eating, active living, tobacco reduction. Projects must address target groups that HLP serves, specifically individuals aged 35 to 64 who are from one of the following groups: Aboriginal peoples, people with low-income and high risk ethno-cultural groups.

A **total** of \$20000 is available for the **May 2010** funding stream.

Two types of grants are available:

- Small grants up to \$5000 and
- Grants over \$5000, up to \$10000

Funding is intended for specific time-limited projects. Your organization must disburse its grant funds within 12 months of their receipt.

Preference will be given to projects/strategies/initiatives that demonstrate:

- Strong community affiliation with Healthy Living Program target groups
- Response to strong community interest or proven community priority
- Project includes partners including but not limited to community leaders
- A viable plan for ensuring resources such as training materials and trained staff are in place to continue the program
- A focus on one or more behaviours: healthy eating, active living, tobacco reduction
- Measurable outcomes and measurable benefits from the program
- Opportunity for others to participate in the program, regardless of ability or income, wherever possible.
- Assistance that reduces barriers to participation; program subsidy, childcare or bus tickets, for example.
- Evaluation activities that will help measure how your project is making a difference

**Please note:** Organizations already in receipt of Vancouver Coastal Health funds may apply for the Healthy Living Grant but must include two of three behaviours in their project: healthy eating, active living, tobacco reduction.

**Projects may receive Healthy Living Program grant funds one time only.**

Examples of possible projects/strategies/initiatives that may be funded include:  
(Please do not limit yourself to these examples.)

- Organize activities that bring people together (walking groups), peer and buddy systems.
- Hire a facilitator to develop programs with a health focus: education sessions, a walking club or a cooking class or a series of active living, nutrition activities, or tobacco reduction education sessions.
- Hire a facilitator to bring together capacity building leaders in the community. The facilitator may organize.
- Hire a facilitator to engage new partners, create multi-sectoral partnerships.
- Interactive promotional materials.

Funding is not intended for one-time short term events.

### **Who can apply for funding?**

The Healthy Living Program grant is for Vancouver community grassroots organizations, non-profit organizations and community groups.

**Reporting and Support from HLP Staff:** A mid-point report and final report will be required for your project as well as your participation in one HLP Showcase Event. Staff will be available to meet with you to answer questions and to provide feedback for the ongoing improvement of the operation of the project.

**For more information** contact Joanne Douglas, RD, Team Coordinator, Healthy Living Program by phone at (604) 267-4432 or by email [joanne.douglas@vch.ca](mailto:joanne.douglas@vch.ca)

**Submission Deadline for this funding stream: 4:00 pm on Friday, April 30, 2010.**

### **CAREER/TRAINING OPPORTUNITIES**

**Douglas College Child & Youth Care Diploma – Aboriginal Stream  
Information Session Apr 22, 2010 in New Westminster, BC – NEW**

**When:** Thursday, April 22, 2010

**Where:** New West Campus Room 3302  
**Time:** 5:00 to 6:00 pm  
 RSVP to Treanne Keylor at [keylort@douglas.bc.ca](mailto:keylort@douglas.bc.ca) or call (604) 527-5808

***Please join us to learn about our program!***

**Helping Children Cope with Change, Apr 24, 2010 in Vancouver, BC – NEW**

With stable two-parent homes now the exception rather than the rule, children are facing more turmoil in their lives than ever before. Parents, teachers, and ECEs can teach and model skills that will help children move through change. Learn and share how to get a child to share and process what is happening to them in age-appropriate ways.

Please come prepared to share and discuss your ideas and experiences. The Art of Learning respects and values each individual's learning process and history.

Sign Up NOW! Space is limited! Completion certificates issued to all participants for professional development credit.

10am to noon, Saturday, April 24, 2010

COST: \$13.00: Completion certificates issued to all participants

Burrard View Park Community Room  
 650 North Penticton Street & Wall Street, Hastings-Sunrise, Vancouver, V6G 1Z4

Phone 604-992-5218, email [jo@lionlifecoaching.com](mailto:jo@lionlifecoaching.com), or visit [www.artoflearning.ca](http://www.artoflearning.ca) to register

**Indigenous Child Welfare Research Training Session Apr 28 & 30 in Kamloops, BC IN 2 WEEKS**

An Opportunity for Relationships and Skill building as we re-story, re-name and re-claim research April 29 & 30, 2010

**Dates:** Thurs, Apr 28 & Fri Apr 30, 2010

**Time:** 9 am – 4 pm

**Location:** Interior Savings Centre  
 Rivers Room, 300 Lorne Street  
 Kamloops BC

**Links to posters for the above events include more information and can be found on our News Page here:**

<http://web.uvic.ca/icwr/news.htm>

**Canadian Red Cross First Aid Courses Apr 24, May 29, Jun 26, 2010 – NEW**

**Emergency Child Care First Aid & CPR/AED** is a one-day course for parents and caregivers of children covering skills needed to recognize, prevent and respond to airway, breathing and circulation emergencies. The course covers first aid for respiratory and cardiac arrest, sudden medical emergencies, childhood illnesses, head and spine injuries, wound care and poisons. Courses: **Sat. April 24; Sat. May 29; & Sat. June 26**, 9:00 am – 5:00 pm @ *St. Stephen's United Church*, 7025 Granville & 54<sup>th</sup> in Vancouver. Cost: \$90 (includes manual & certification). Info/registration: 604-669-2546, Ext. 2 or email [susancowan@telus.net](mailto:susancowan@telus.net)

**Red Cross goes on the road in 2010!** If you have 10 or more people who want to learn either Emergency Child Care or Emergency First Aid, we'll teach the course at your facility. And if you have 15 or more youth who want to become a Babysitter, we'll teach the Babysitting course on-site. For more information or to book your group, please contact Susan Cowan at 604-669-2546, Ext. 2 or by email at [susancowan@telus.net](mailto:susancowan@telus.net)

## **PALS™ in Aboriginal Communities Training Workshop in Tsawwassen, BC - NEW**

**Date: Saturday, May 15, 2010**

**Time:** 9:30 am to 3:00 pm (Note: the first hour of this session will be an overview of the PALS program. Participants attending the Friday PALS™ workshop can arrive at 10:30 am on Saturday.)

**Location:** Tsawwassen First Nation (TFN) Recreation Hall, 1929 Tsawwassen Drive, Tsawwassen (parking is available in the parking lot).

The Delta Literacy Now Steering Committee and 2010 Legacies Now™ are pleased to invite you to an interactive **PALS™ (Parents as Literacy Supporters) ECD training workshop**.

This PALS™ in Aboriginal Communities training better helps families encourage child development. It is a family literacy program that provides Aboriginal parents and caregivers' strategies to encourage learning in their preschool and kindergarten-aged children.

During this workshop PALS in Aboriginal Communities session themes will be demonstrated and an in-depth discussion about working with culturally and linguistically diverse Aboriginal communities will be facilitated.

All participants will receive a copy of the training manual and supplemental resources. This will be a highly interactive workshop with opportunities to network with colleagues.

**Who should attend?** ECD staff from a range of sectors including: First Nations, education, libraries, non profit service providers, government and others that would benefit from this practical training.

**Registration Information:**

Please register by emailing the following information to [north@bgccs.bc.ca](mailto:north@bgccs.bc.ca) or by phoning the Boys and Girls Club Community Services of Delta/Richmond at 604-591-9262. An email confirmation will be sent to you confirming your registration. Multiple registrations from ECD sectors are welcome. Registration is limited so please register early! **The registration closing date is May 7**. For more information please contact Vijay Morancie by email [vijayjm@shaw.ca](mailto:vijayjm@shaw.ca) or by phone at 778-836-4652.

Name:	Title:	
Organization:		
Address:	City:	Postal Code:
Contact telephone:	Fax:	Email:
Special requirements:		
Would you like to be added to the workshop attendee list? Yes ___ No ___		

*Refreshments and a light lunch will be provided by the Delta Literacy Now Steering Committee.*

**Native Education College Basic ECE, Post Basic ECE Infant/Toddler & Special Needs full-time and part-time evening programs Registration Now Open. Classes start on Sep 7, 2010 - **NEW****

**Courses:** Full-Time Basic ECE, Post Basic ECE Infant/Toddler, Post-Basic ECE Special Needs  
Part-Time evening classes Basic ECE, Post Basic ECE Infant/Toddler, Post-Basic ECE Special Needs

**Class Starts:** Sep 7, 2010 for both Full/Time and Part-Time Evening programs

**Contact:** **Inga Kossoroukova**  
ECE Program Coordinator, Native Education College  
T: (604) 873-3761 ext. 345  
Email: [ece@necvancouver.org](mailto:ece@necvancouver.org)

**UPCOMING EVENTS**

**2010 S'tenistolw Conference Apr 19 & 20, 2010 in Burnaby, BC – **NEW****

**Dates:** Apr 19 & 20, 2010

**Place:** Delta Burnaby Hotel and Conference Centre, 4331 Dominion Street, Burnaby, BC

**Questions:** Lou-Ann Neel (250) 217-0563

The 2010 S'tenistolw Conference is designed to create an opportunity for Indigenous instructors/faculty, administrators and other champions to network and interact – to share, learn and exchange info with one another with a view to creating opportunities for ongoing communication.

**Neufeld Institute Parent Conference 2010**

**REST-PLAY-GROW**

**Date:** May 1, 2010-03-11

**Location:** Kwantlen Polytechnic University, Richmond BC

What is our role in fostering growth and providing rest in the lives of our children? Rest seems elusive in an age and time characterized by turmoil and advancing technology; however, by focusing on the role of rest in our children's lives, we come to see its purpose and its necessity for healthy development. The theme of the Neufeld conference this year will involve conversations which circumnavigate the concept of rest and its role in unlocking the dynamics for maturation inside each child.

Dr. Gordon Neufeld will provide an opening and closing address on the topic of rest play grow. Conference participants will also have the choice of two parenting workshops offered by interns and faculty in the Neufeld Institute. Topics include: building relationships with children, understanding resistance, helping children with frustration and aggression, discipline and the trouble with time-outs, homeschooling and many more.

Registration and program information are available at <http://www.gordonneufeld.com>.

**CIHR Café Scientifique: Aboriginal Health and Risk Factors in Cardiovascular and Respiratory Disease May 4, 2010, First Nations Longhouse, UBC, Vancouver BC – **NEW****

**When:** May 4, 2010, 6 pm

**Where:** First Nations Longhouse, Great Hall Room, 1985 West Mall, Vancouver, BC  
**Space is limited, so please RSVP to [tlawton@uhnresearch.ca](mailto:tlawton@uhnresearch.ca)**

Please join us for refreshments and a lively discussion about the latest health research evidence related to this issue. This free event is presented by the Canadian Institutes of Health Research and its Institute of Circulatory and Respiratory Health and Institute of Aboriginal Peoples' Health, in partnership with the Aboriginal Health – Strategic Initiatives, Vancouver Coastal Health.

### **CIHR Institute of Human Development, Child and Youth Health Scientific Forum on Global Health**

**When:** May 4, 2010, 4:30-7:30 p.m.

**Where:** Chan Centre for Family Health Education at the Child & Family Research Institute, 950 West 28th Avenue, Vancouver, BC

This forum will focus on the role of Canada's research community in maternal and child global health research. A panel discussion will include:

- **Honourable Dr. Keith Martin**, Member of Parliament for Esquimalt, Juan de Fuca
- **Dr. Jaelene Mannerfeldt**, Chair, Society of Obstetricians and Gynaecologists of Canada ALARM (Advances in Labour and Risk Management) International Program
- **Dr. Joy Johnson**, Scientific Director, CIHR Institute of Gender and Health
- **Dr. Michael S. Kramer**, Scientific Director, CIHR Institute of Human Development, Child and Youth Health
- **Dr. Daniel Roth**, PhD candidate, Program in Human Nutrition, Department of International Health, The John Hopkins Bloomberg School of Public Health, Baltimore

A poster session and reception will follow in the Chieng Family Atrium.

#### **Submissions Sought for Poster Session:**

Trainees and clinical residents/fellows studying maternal, reproductive, and child health are invited to present their work at the evening's poster session. Posters will be separated into four categories (masters students, doctoral students, postdoctoral fellows, and clinical residents/fellows) with cash awards given to the best poster(s) in each category.

Interested candidates must submit the title of their poster and a brief summary (maximum 500 words) to CIHR-IHDCYH at [IHDCYH-IDSEA@cihr-irsc.gc.ca](mailto:IHDCYH-IDSEA@cihr-irsc.gc.ca) no later than **Friday, April 23, 2010**. Selected candidates will be notified by April 28, 2010.

Click [here](#) for more information on this event.

#### **JOB POSTINGS**

(also please visit [www.acc-society.bc.ca/files\\_new/jobpostings.html](http://www.acc-society.bc.ca/files_new/jobpostings.html))

#### **Full-Time ECE Manager Needed at Kitasoo Xai Xais Child Care Centre in Klemtu, BC**

**Position:** ECE Manager/Supervisor  
**Location:** Kitasoo Child Care Centre  
#115 General Delivery  
Klemtu, BC V0T 1L0

Located on the beautiful central coast of B.C. on Swindle Island  
3-Bedroom home, 2009 Uplander Van to use within community,  
Travel costs and benefits provided.

**Status:** Full-Time, Monday to Friday 8:00am-5:00pm

**Wages:** Competitive Wages Based on Experience and Education

**Posting Date:** April 14, 2010

**Starting Date:** As soon as possible

**Closing Date:** *As soon as a suitable candidate is found*

The **Kitasoo Xai Xais Child Care Centre** has an opening for one full time Early Childhood Educator/Manager. The ECE Manager is responsible for the leadership, planning, and implementation of the AHS program designed to give each child an opportunity to participate in experiences that will enrich their development in a safe, culturally rich environment. The ECE will be directly supervising other ECE's and all staff working at the Kitasoo Child Care Centre. The ECE Manager, with the support of the program coordinator, will manage the AHS program in accordance with current best practices and ensure that the program meets or exceeds all expectations, licensing regulations and reporting requirements.

#### **QUALIFICATIONS:**

- Valid Early Childhood Educator Certification
- Valid First Aid and CPR Certification
- TB Test and Proof of Immunizations
- Food Safe Training
- Experience working with First Nations children and communities
- Excellent communication and interpersonal skills
- Caring, nurturing and dependable
- Experience in supervising and evaluating staff
- Good problem solving and decision making skills
- Experience in leadership, teambuilding and managing a licensed child care centre
- Working Knowledge of Aboriginal head start curriculum and reporting is an asset
- Clear Criminal Record Check conducted under the Criminal Records Review Act
- 2 Reference letter's

#### **JOB GOALS/MAIN FUNCTIONS:**

1. Manage the Child Care Centre so that it is designed, operated and evaluated according to funders' guidelines, principles and child care regulations.
2. Takes the lead in developing a program that incorporates all programs: Group Child Care, Head start, CPNP, ECD and Outreach.
3. Provide quality, inclusive child care services that support and promote the wellbeing of each child; .
4. Incorporate the local languages and culture in programming and actively involve the staff, families, Elders and community members in all aspects of the program.
5. To ensure that the Child Care Policies and Procedures and the Band Council Personnel Policies are followed and adhered to.
6. Attend all Training and conferences pertaining to the program

#### **PERFORMANCE RESPONSIBILITIES:**

- Ensure that the Centre meets all legal requirements as outlined in the Child Care Licensing Regulations.
- Provide a safe, healthy and nurturing environment for children and families by following program safety standards and provincial regulations.

- Ensure the Klemtu Health Committee/Parents Advisory Committee (PAC) has necessary information and resources to make informed decisions, including minutes and reports from meetings.
- Recognize, document and take action in cases of suspected abuse or neglect, illness or accident.
- Develop ways of ensuring the project is accountable, including developing a Code of Conduct/Code of Ethics for employees, PAC and Committees.
- Assist in developing and implementing a Policy and Procedures Manual and reporting and communicating with funders.
- Attend PAC meetings.
- Maintain current Financial Records and submit required reports.
- Ensure the project is independently evaluated.
- Ensure the operational policies are implemented, including establishing wait lists, establishing and updating children's records, establishing a confidential daily communication book and logbook, and ensuring medical forms are signed
- Plan, prepare and present the program focusing on the six Head Start program components.
- Ensure that the curriculum reflects the philosophy and meets policies established by the Band Council.
- Provide guidance and direction to other centre personnel in the delivery of the program
- Provide ongoing supervision of childcare centre staff and volunteers by updating job descriptions and staff handbook as required, maintaining personnel files and scheduling and recording monthly staff meetings.
- Keep the required records and report regularly to parents on the progress of their child(ren).
- Implement the Vision, Philosophy and Goals as determined by the Klemtu Health Committee
- Promote the centre and participate in community networking and planning.
- Be a healthy role model for students, colleagues, parents and community members.
- Maintain professionalism inside/outside of the centre.

**HOURS AND TERMS OF EMPLOYMENT:**

Monday-Friday  
8:00am -5:00pm

**SALARY:** According to education and experience.

**Please fax or e-mail resume, cover letter and two current references to:**

**Amber Youngchief –Kitsoo Health Director**  
**Phone: (250) 839-1281**  
**Fax: (250) 839-1256**  
**e-mail: [kitsoohealthdirector@hotmail.com](mailto:kitsoohealthdirector@hotmail.com)**

***We thank all those who apply. Only those candidates selected for interview will be contacted. Thank You.***

**Full Time K4K5 Substitute Teacher (Maternity Leave) Needed for 2010/2011 School Year at Salteau First Nations, Chetwynd, BC – NEW**

Saulteau First Nations requires a substitute part-time teacher for their Kindergarten Program for the 2010/2011 school year. We are now accepting applications from qualified experienced teachers.

**Qualification Criteria:**

1. Valid BC Teacher Certificate or documentation that application is in process is required.
2. Experience in Direct Instruction Curriculum preferred.

**Knowledge and Skills Required:**

1. Excellent inter-personal skills.
2. Excellent communication and team building skills.

**Other:**

1. Valid driver's license and access to reliable transportation, for work related duties.
2. Criminal Records Check Mandatory.
3. Creativity, enthusiasm and love for teaching.

For consideration, interested parties should submit a resume no later than June 4, 2010.

Start date for this position would be August 16<sup>th</sup>, 2010. Wage will be set according to education, skills and experience. Please submit your resume along with a cover letter and 3 references by **4:00 pm, June 4th, 2010.**

**SUBMIT RESUMES TO:**

**Director of Operations  
Saulteau First Nations  
Box 1020,  
Chetwynd, BC V0C 1J0  
Fax: 250-788-7261  
Email: [jobs2010@saulteau.com](mailto:jobs2010@saulteau.com)**

**Executive Director Needed at the Children's Circle Childcare Society in Kamloops, BC– NEW**

We have an immediate opening for an Executive Director, a key role in our organization that provides strategic direction and overall leadership to our child care centres. This position reports to a volunteer Board of Directors, and oversees approximately 25 staff in the day-to-day operation of providing exceptional care and learning opportunities to children. Primary duties of this position include the following:

1. Oversees the development and implementation of children's programs.
2. Creates Child-centered, family-friendly environments.
3. Recruits and manages staff and their professional development.
4. Manages labour relations.
5. Manages external human resources (such as volunteers, consultants, families, etc..)
6. Prepares budget, manages revenues and expenses, and files grant applications

7. Manages facilities and ensures a safe and healthy environment.
8. Creates and maintains links with the community.
9. Plans for the organization and participates in policy development.
10. Liaises with the Board of Directors.

**Qualifications:**

- o Previous experience working with children and passion for high-quality child care.
- o Previous supervisory experience, preferably in a union environment (note that this is not a union position).
- o Strong communication and conflict resolution skills.
- o Completion of computer courses, or previous computer experience.
- o Previous fund-raising, proposal and grant-writing experience.
- o Previous human resources experience.
- o Current Police Records Check.
- o Early Childhood Educator or Teaching Certification preferred.

**If you are interested in joining our team of high - quality, professional child care providers, please submit your cover letter and resume, outlining your qualifications to [rachpollard@gmail.com](mailto:rachpollard@gmail.com), Attention: Rachael Pollard, Children's Circle Board Chair. Deadline for applications is May 20, 2010.**

For more information on our society and this exciting opportunity, please visit our website at:

[www.childrencirclechildcare.com/default.htm](http://www.childrencirclechildcare.com/default.htm). Questions can be directed to Rachael Pollard at [rachpollard@gmail.com](mailto:rachpollard@gmail.com). Please note only those selected for an interview will be contacted.

**Permanent ECD Coordinator Needed at North Cariboo Aboriginal Family Program Society, North Cariboo, BC - STILL OPEN**

POSITION: **Early Child Development Coordinator**  
DATE: **March 24 2010**

CLOSING DATE: **Open till Filled or until no longer required**  
SUBMIT TO: **Karen Borsato**

NORTH CARIBOO ABORIGINAL FAMILY PROGRAM SOCIETY  
#1 – 423 Elliot Street  
Quesnel, B.C. V2J 1Y6  
phone: 250-992-9160  
fax : 250- 992-9157  
e-mail: [kborsato@longname.ca](mailto:kborsato@longname.ca)

**OVERVIEW – ORGANIZATION**

The North Cariboo Aboriginal Family Program Society is a non-profit society and is governed by a volunteer Board of Directors representative from each of the Aboriginal communities of the North Cariboo. The Society works to promote the advancement and well-being of the children, youth and families of the North Cariboo's Aboriginal communities and advocates

for and provides programs, services and resources which contribute to community development and capacity building.

### **PROGRAM OVERVIEW AND GOALS**

The Early Child Development program is one of several programs and services offered by the North Cariboo Aboriginal Family Centre, which is a part of the North Cariboo Aboriginal Family Program Society. The overall goal of the Aboriginal Family Centre is to prevent child abuse and neglect as an alternative to child apprehension. The goals of the Early Child Development Program are:

- to increase the number of children entering kindergarten ready to learn
- to increase the capacity of local Aboriginal communities to deliver coordinated and culturally appropriate ECD services
- to increase awareness of the value of and support for early child development.

### **POSITION OVERVIEW**

This is an Early Childhood Educator supervisory position. The ECD Coordinator is responsible for the implementation of the Early Child Development program and program planning and delivery and supervises several Early Child Development Assistants.

Hours of work: The position is part-time for an average of 21 hours per week. Some flexibility may be required.

Supervision: This position reports to the Aboriginal Family Centre Supervisor and supervises several part-time Early Child Development Assistants.

### **QUALIFICATIONS**

- Education/training: Early Child Development Diploma
- Experience: Minimum of five years experience in a related position
- Other qualifications:
  - Two or more years of supervisory experience
  - The use of a licensed and insured vehicle in good working order with a minimum of \$2,000,000 liability plus business insurance and a valid BC driver's license

### **GENERAL EMPLOYEE EXPECTATION**

#### General NCAFPS qualifications

- Preference in hiring is given to persons with Aboriginal/Metis ancestry as provided for Sections 41 and 42 of the Human Rights Code
- Successful Criminal Check with no outstanding court orders which would affect performance of duties
- Experience/familiarity with local Aboriginal culture, values and issues is an asset
- Ability to maintain strict confidentiality and to avoid conflict of interest
- Fluency in at least one of the following Carrier, Michif or Cree is an asset
- WHIMIS certification
- Work cooperatively and respectfully with staff, Board and community members
- Respect and abide by the Society's policies and procedures
- Participate successfully in staff development program
- Perform responsibilities with professionalism
- Effectively evaluate work-related situations and identify barriers and opportunities, relevant facts, resources required, and possible resolutions
- Maintain work principles and ethics
- Avoid conflict of interest
- Maintain strict and prudent confidentiality

- Practice and promote effective verbal and non-verbal communication
- Demonstrate good work habits, including but not limited to maintaining the expected hours of work, conscientious application during work hours, and absence from work only per Society policy
- Provide an appropriate role model for the community, particularly regarding the use/abuse of substances
- Respect and practice Aboriginal values as an overriding principle of the Society

### **POSITION-SPECIFIC EXPECTATIONS**

#### Decision – Making

The incumbent may be called upon to make decisions which have an impact on cost or services and may impact outside the organization. The position allows for some decision making that can require reversal and/or correction

#### Accountability

The incumbent is expected to exercise professional judgment within parameters defined by broadly established methods, professional practice and guidelines, procedures, and supervisor direction. The position includes varied tasks and may include exposure to crisis situations.

#### Human Relations/Communications

An excellent level of communications skills is required for this position. The incumbent must be able to use empathy and sympathy in communication that can or should change the opinions and/or behavior of others. The incumbent may be required to reverse the decisions of others and facilitate groups in the development of plans.

### **CONTRACT/POSITION-SPECIFIC EXPECTATIONS**

The Early Child Development Coordinator will work to fulfill the goals and outcomes of the program. Activities and tasks will include, but not be limited to:

- Increase the number of children entering kindergarten ready to learn
  - Develop, implement and monitor/evaluate a flexible daily early child development program that responds to the needs and interests of the local Aboriginal community.
  - Programs to include planned and directed play group sessions
  - Programming to include Ages and Stages assessment of each child
  - Increase the overall health and nutrition of Aboriginal families, including proper nutrition during pregnancy, breastfeeding, promotion, healthy snacks, etc.
- Increase the capacity of local Aboriginal communities to deliver coordinated and culturally appropriate ECD services
  - Supervise and build the capacity of Early Child Development Assistants through training, mentoring and evaluation
  - Ensure programs meet or exceed program standards as determined by the Provincial Child Care Facilities Board and/or other relevant regulatory bodies
- Increase awareness of the value of and support for early child development in the Aboriginal community
  - Activities will include the delivery of the Mother Goose and ALAPS programs as appropriate
  - Activities will include marketing and promotion to Aboriginal parents
- Through collaboration and partnership, increase the access of Aboriginal people to child development and parent/child services in the community
  - Participation on the Parent/Child Resources Team and other committees as appropriate and directed
- Determine and acquire resources required to develop and deliver effective programs

- Increase the cultural awareness, appreciation and practice of Aboriginal families
- Promote Elder participation in programs

**Full-Time Early Childhood Educator Needed at Ittatsoo Preschool/Daycare, Ucluelet, BC - STILL OPEN**

**Status:** Full-Time, Monday to Friday until June 30/10, re-opening after summer Sept 8/10

**Wages:** *Competitive wages*

**Location:** Ittatsoo Preschool/Daycare  
#406 Ucluelet East, PO Box 699  
Ucluelet, B.C. V0R 3A0

**Posting Date:** Feb 11/10

**Starting Date:** As soon as possible

**Closing Date:** *As soon as a suitable candidate is found*

A skilled, responsible worker to provide quality, inclusive child care services for young children in a group setting under the direction of the centre's Early Childhood Education Supervisor/ECE

**Summary of Duties:**

- Plan, carry out, and assess developmentally appropriate activities and experiences that promote the well-being of each child and that respect and reflect the diverse needs of children.
- Individualize the curriculum and ensure that all activities are accessible.
- Ensure guidance of children's behavior that encourages positive self concept
- Ensure the child care environment is healthy and safe for all children.
- Ensure positive communication with enrolling parents/legal guardians.
- Contribute to the ongoing operation of the centre.
- Assist children in expressing themselves by listening and responding with questions or comments that extend conversations.
- Provide a daily balance of active/quiet, indoor/outdoor and individual/group activities.
- Use a variety of teaching techniques including modeling, observing, questioning, demonstrating and reinforcing.
- Set reasonable behavior expectations consistent with the centre's philosophy and policies.

**Job Skills and Abilities:**

- Ability to multitask & work independently
- Must possess strong interpersonal communication skills
- Plan/participation in Special Events
- Must possess strong organizational skills
- Conduct themselves in a professional manner and maintain strict confidentiality
- Ability to work independently while also a team player
- Must love children

**Qualifications/Experience**

- A valid Early Childhood Education Certificate and licence to practice (in accordance with the *Child Care Regulation*)
- A valid safety oriented first aid certificate
- A Food Safe certificate
- A tuberculosis test
- A criminal record check clearance letter

Please fax or mail resume, a cover letter and two current references to:

Vickie Touchie, Fax (250)726-2173, e-mail: [preschool@ufn.ca](mailto:preschool@ufn.ca)

**Full-Time Senior Early Childhood Educator Needed at Eagles Nest AHS  
Preschool, Downtown Vancouver, BC - STILL OPEN**

The BC Aboriginal Child Care Society has an opening for **one full time Senior Early Childhood Educator** at Eagles Nest Aboriginal Head Start Preschool. The Sr. ECE is responsible for the leadership, planning, and implementation of a classroom program designed to give each child an opportunity to participate in experiences that will enrich their development in a safe, culturally rich environment. The Sr. ECE will be directly supervising other ECE's and ECE students working in the classroom. The Sr. ECE will supervise the preschool program in accordance with current best practices and ensure that the program meets or exceeds all AHS expectations, licensing regulations and reporting requirements.

**Summary of Qualifications**

The Senior Early Childhood Educator will have demonstrated ability in:

- Planning and implementing developmentally appropriate activities and experiences.
- Ensuring health and safety for children.
- Encouraging children's learning and development of positive self-concept.
- Using appropriate guiding and caring for groups of children from 2 ½ to 5 years old.
- Maintaining positive communication with parents.
- Working effectively as a member of a team.

In addition, the Senior Early Childhood Educator will have:

- Valid Early Childhood Education Certificate and License to Practice. Post basic certificate an asset.
- Minimum 5 years experience working in a child care setting and with families, supervisory experience will be given preference.
- Strong interpersonal, written and oral communication skills, including computer skills.
- Clear Criminal Records Check conducted under the Criminal Records Review Act.
- Valid first aid training and certificate.
- Working knowledge of the Aboriginal Head Start philosophy and curriculum an asset.

**Terms of Employment**

- Full time (35 hours per week)
- Start Date: as soon as possible
- Remuneration: negotiable based on experience

Cover Letter & Resume to

Executive Director  
 BC Aboriginal Child Care Society  
 708 – 100 Park Royal South  
 West Vancouver, BC V7T 1A2  
 Fax: 604-913-9129

*We thank all those who apply. Only those candidates selected for interview will be contacted. Where applicants for a position are equally suitable, preference will be given to the Aboriginal applicant.*

**Part-Time ECE Supervisor Needed at Tee Pee Tot Daycare, Lower Similkameen Indian Band, Cawston BC - **STILL OPEN****

**Position:** ECE Supervisor

**Status:** Part time working into full time

**Hours:** Negotiable

**Wage:** Starting at \$14.00, also depends on experience

**Location:** Tee Pee Tot Daycare  
 1930 Cawston/Oliver road,  
 Cawston BC

**Posting Date:** January 19, 2010

**Starting Date:** April 6, 2010

**Closing Date:** April 31, 2010 – **EXTENDED**

**Duties and Responsibilities:**

- Assists with the preparation of activity programs based on the centre's philosophy and policies. - With the work team, strives to create a happy atmosphere of caring, growth, learning, stimulation, creativity and respect
- Plans, organizes and leads daily activities designed to stimulate intellectual, physical and emotional growth of children, Encourages co-operation and participation.
- Maintains constant supervision of indoor and outdoor play periods.
- Directs and assists children with their everyday needs, in the development of proper eating, resting and toilet habits-
- Prepares daily snack and hot lunch.
- Follows good safety and hygiene practices,
- Encourages open communication with the parents concerning the needs, progress or problems of their children,
- Takes part in training sessions and attends personnel meetings.
- Performs all other related tasks.
- Performs daily maintenance of the centre and seasonal tasks.

**Qualifications:**

- Diploma or certificate in Early Childhood education
- Valid First Aid Certificate.
- Criminal Record check
- Updated TB test.
- Experience with children.
- 3 reference letters

**Application Instructions:** Please send cover letter, resume, references and qualification information to:

**Diane Stewart**  
 Box 100 Keremeos, BC

VOX 1N0  
Email: [tpt@lsib.net](mailto:tpt@lsib.net)

**Full-Time Infant/Toddler Supervisor Needed at Tee Pee Tot Daycare, Lower Similkameen Indian Band, Cawston BC - STILL OPEN**

**Position:** Infant/toddler Supervisor  
**Status:** Full time  
**Hours:** 8:30 – 4:30  
**Wage:** \$16.00 to start, also depends on experience  
**Location:** Tee Pee Tot Daycare  
1930 Cawston/Oliver road,  
Cawston BC

**Posting Date:** January 19, 2010

**Starting Date:** April 6, 2010

**Closing Date:** March 31, 2010

**Duties and Responsibilities:**

- Assists with the preparation of activity programs based on the centres philosophy and policies.
- With the work team, strives to create a happy atmosphere of caring, growth, teaming, stimulation, creativity and respect
- Plans, organizes, and leads daily activities designed to stimulate intellectual, physical and emotional growth of children. Encourages co-operation and participation.
- Maintains constant supervision of indoor and outdoor play periods.
- Directs and assists children with their everyday needs, in the development of proper eating, resting, and toilet habits.
- Prepares daily snack.
- Follows good safety and hygiene practices.
- Encourages open communication with the parents concerning the need, progress or problems of their children.
- Takes part in training sessions and attend personal meetings.
- Performs all other related tasks.
- Performs daily maintenance of the centre and seasonal tasks.

**Qualifications:**

- Diploma or certificate in Early Childhood Education and Infant Toddler
- 1 year experience developing and delivering educational children's programs
- Valid First Aid Certificate
- Completes criminal record check
- Updated TB test
- 3 reference letters

**Application Instructions:** Please send cover letter, resume, references and qualification information to:

**Diane Stewart**  
Box 100 Keremeos, BC  
VOX 1N0  
Email: [tpt@lsib.net](mailto:tpt@lsib.net)

## **Full-Time Position for Infant & Toddler Early Childhood Educator at the Smuyuq'wa' Lelum Ladybug Lodge, Tsawwassen First Nation, BC - **STILL OPEN****

Smuyuq'wa' Lelum requires a skilled, responsible worker to provide quality, inclusive child care services for young children in a group setting under the direction of the centre's Early Childhood Education Manager.

**Scope:** Full Time; Monday to Friday

### **Summary of Duties:**

1. Plan, carry out, and assess developmentally appropriate activities and experiences that promote the well-being of each child and that respect and reflect the diverse needs of children.
2. Assist client understanding of intake forms.
3. Individualize the curriculum and ensure that all activities are accessible.
4. Determine specific times during the day when some children may require extra staffing support.
5. Ensure guidance of children's behavior that encourages positive self concept.
6. Ensure the child care environment is healthy and safe for all children.
7. Ensure positive communication with enrolling parents/legal guardians.
8. Contribute to the ongoing operation of the centre.
9. Assist children in expressing themselves by listening and responding with questions or comments that extend conversations.
10. Provide a daily balance of active/quiet, indoor/outdoor and individual/group activities.
11. Use a variety of teaching techniques including modeling, observing, questioning, demonstrating and reinforcing.
12. Set reasonable behavior expectations consistent with the centre's philosophy and policies.

### **Job Skills and Abilities:**

- Ability to multitask & work independently
- Must possess strong interpersonal communication skills
- Plan/participation in Special Events
- Must possess strong organizational skills
- Conduct themselves in a professional manner and maintain strict confidentiality
- Ability to work independently while also a team player
- Must love children

### **Qualifications/Experience**

- A valid Infant and Toddler Early Childhood Education Certificate and licence to practice (in accordance with the *Child Care Regulation*)
- A valid safety oriented first aid certificate
- A Food Safe certificate
- A tuberculosis test
- A criminal record check clearance letter

**Please fax or mail resume, a cover letter and two current references to:**

**Chrystalynn Wilson**

1926 Tsawwassen Drive  
Tsawwassen BC, V4M 4G2

**Fax:** 604-943-9226

**E-mail:** [cwilson@tsawwassenfirstnation.com](mailto:cwilson@tsawwassenfirstnation.com)

***Deadline date: Until position filled***

**Communications and Public Relations Associate Wanted at the Vancouver Aboriginal Child and Family Services Society (VACFSS) – Extended Deadline**

*Become part of a growing agency responsible for Aboriginal child welfare*

At Vancouver Aboriginal Child and Family Services Society (VACFSS), we are fully committed to serving the Aboriginal children and families of Vancouver . VACFSS has a delegated responsibility to provide a wide range of services to support urban Aboriginal children and families in overcoming their challenges and staying connected to their culture.

An innovative and supportive work environment, a competitive pay and benefits package and the chance to learn and experience Aboriginal cultural practices—these are just some of the things you can expect to gain when you work with us.

In the role of Communications and Public Relations Associate, you will play a lead role in developing and implementing all aspects of communications for our agency. You'll also be responsible for:

- preparing internal and external communications (including speeches for senior-level management, agency reports, newsletters and brochures)
- attending conferences as the face of our organization to raise awareness of our programs among community partners and the public
- liaising with the media in crisis situations and providing them with press releases, backgrounders and fact-checking while monitoring media content
- strategizing for fundraising opportunities
- managing the VACFSS website and intranet
- providing strategic planning and investigating communications opportunities and linkages with partner agencies.

Your 5-plus years of communications experience and your background working with Aboriginal peoples or in an Aboriginal organization should prepare you for the challenges of this unique role, especially when combined with a flair for public speaking and specialized knowledge of graphics and applicable software.

If you share our vision for a balanced and harmonious Aboriginal community, we invite you to consider this opportunity.

For more information, click [HERE](#) for the Job Description.

Interested persons please submit an on-line application by clicking [HERE](#) and attach your resumé or mail your application and resumé to:

**Contact:** Deborah Track, Human Resources Consultant

**Fax:** 604-872-6729

**Email:** [deborah\\_track@vacfss.com](mailto:deborah_track@vacfss.com)

**Location: 745 Clark Drive , Vancouver BC V5L 3J3**  
**Closing Date: April 30, 2010 –extended deadline**

While preference will be given to people of Aboriginal ancestry (as per Section 41 of the Human Rights Code), we encourage all interested individuals to apply.

#### **ABOUT OUR ENEWS...**

##### **How to Subscribe to Our Weekly Enews**

To subscribe, send a blank email to [aboriginalchildcare-subscribe@yahoogroups.com](mailto:aboriginalchildcare-subscribe@yahoogroups.com) and the server will send you instructions that you need to follow-up on within 14 days. You can post important Aboriginal ECE news in your community through our enews, send us job postings for your child care program. Special announcements like our Annual Conference and available travel subsidies are broadcasted at least a month in advance before the conference. The enews is sent weekly on Fridays. Send enews items to [david@acc-society.bc.ca](mailto:david@acc-society.bc.ca)

*If you missed the previous week's enews, you can download it at:*  
[www.acc-society.bc.ca/files\\_new/enews.html](http://www.acc-society.bc.ca/files_new/enews.html)

##### **Aboriginal ECE Job Posting Service**

Whether you are looking for work in the Aboriginal ECE field or looking for qualified professionals to work in your Aboriginal early childhood education program, we can help. Send your Aboriginal ECE job postings to [david@acc-society.bc.ca](mailto:david@acc-society.bc.ca) and we can spread the news through our enews and post them on our website [www.acc-society.bc.ca](http://www.acc-society.bc.ca) free of charge. Be sure to check our Job Postings page regularly!

**Format to post on our website:** Please send us the posting in both Word and PDF. Please use **Verdana** font size 10 and have the posting structured as follows:

<p><b>Position:</b> Position title  <b>Status:</b> Full-Time/part-time  <b>Location: Centre Name</b>  Address  <b>Hours:</b>  <b>Wages:</b>  <b>Posting Date:</b> MM,DD, YYYY  <b>Starting Date:</b> MM,DD, YYYY  <b>Closing Date:</b> MM,DD, YYYY</p> <p><b>Duties:</b></p> <p><b>Qualifications:</b></p> <p><b>Application process/contact:</b></p>
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Thank you!

**In honour of the first anniversary of the passing of Lenora Pritchard (1967-2009),**

Aboriginal Child Care Advisor for BC Aboriginal Child Care Society.  
Please consider donating to the education Trust Fund for Lenora's daughter Alisa

[www.acc-society.bc.ca/files\\_new/whatnew.html](http://www.acc-society.bc.ca/files_new/whatnew.html)

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