



**Spirit**  
OF THE CHILDREN SOCIETY

### **Maternity Leave - Cultural ECD Teacher**

#### **JOB SUMMARY:**

The goals of the ECD programs are focused on providing services for Aboriginal children aged 0-6. We will provide healthy starts for these children and their families. We aim to have the capacity to meet their children's developmental needs in a culturally appropriate manner.

This position is primarily responsible for providing knowledge of Aboriginal and urban Aboriginal culture, traditions, history and issues. The Cultural ECD Teacher will assist the ECD team by designing activities that meet the cultural needs of the family, as well as connecting Elders to the ECD program. Customs, items, beliefs and values that accurately portray Aboriginal people will provide the foundation to program activities.

The Cultural ECD Teacher will provide outreach and activity coordination to involve Aboriginal Elders with the Spirit of the Children programs.

**REPORTS TO:** ECD Program Manager

#### **KEY DUTIES AND RESPONSIBILITIES:**

- Promote and support traditional cultural teachings and practice for our families, agency, and community.
- To provide supportive professional relationships with the parents and extended family of the children in the center's care.
- Use traditional Seven Sacred Teachings and Medicine Wheel to promote physical, emotional, spiritual and intellectual development.
- Work with children and families to provide cultural teachings and assist in the development and implementation of cultural components to the program using the Medicine Wheel and Seven Sacred Teachings.
- Assist the ECD teachers to facilitate appropriate cultural practices within the programs.
- Assist the ECD teachers to develop culturally and developmentally appropriate craft and activities for children 0-6 years old.
- Use cultural traditional practices, medicine wheel and the Seven Sacred Teachings to focus on the mind, emotion, body and spirit and recognize family strengths and assets.
- Coordinate Elder's singing and drumming groups within the ECD programs.
- Engages in collaborative community partnerships to promote cultural teachings and practice.
- Develop and implement Family Drop-in program for parents of children 0-6 years old with the use of Aboriginal felt stories, books, Cedar kit, Granny and Grandpa kit and Seven Sacred Teachings kits.
- Responsible for teaching a range of topics including: ages and stages of child development, family roles and responsibilities, child behavior, and other issues, such attachment, coping and communication skills.
- Develop culturally and developmentally appropriate crafts for children 0-6 years old.
- Assist Elders in developing Indigenous Aboriginal Language program.



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- Develop and maintain developmentally appropriate Cultural Literacy Kits.
- Maintain contact with parents attending children's groups by phone or email.
- Model and demonstrate best practices in ECD.
- Encourage healthy interactions between parent and child.
- Responsible for creating and maintaining an environment of safety and wellness in the ECD Drop-In, including overall group dynamics and when supported visits are taking place in Drop-In.
- Respond to parents questions about child development.
- Maintain book lending resource library.
- Assist in the overall care of ECD area and equipment.
- Monitor and maintain all aspects of programs such as, but not limited to: Registration, shopping for programs, food prep, petty cash, cheque requisitions, program budgeting, promotion, creating and distribution of program calendar, brochures and flyers.
- Assist in singing and drumming groups within all family ECD programs.
- Provide outreach services to families as needed, such as, but not limited to: providing information of local community resources or referrals to programs within the agency.
- Adheres to the policies and standards of *Spirit of the Children Society*, as established in policy and program manuals, Health & Safety Guidelines, job descriptions, written memos, and verbal agreements.
- To maintain a healthy and safe environment. Comply with WCB health and safety standards.
- Participate in agency event planning such as: Annual Mini-Teaching Pow-wow and Family Christmas Gathering.
- Participate in team meetings, agency meetings and professional development training deemed necessary for this position.
- Maintain health records and administer first aid and medications as required. Observe and remove potential hazards. Report all incidents of suspected child abuse and follow organizations procedures and government legislation.
- Maintain an appropriate record and information system. Prepare and maintain accurate data for use in monthly and annual reports. Ensure that accurate program and client records are maintained and that confidentiality is a priority. Ensure that all pertinent registration requirements and documentation is complete.
- Comply with all legal and licensing requirements.
- Assist ECD Program Manager with administration tasks as needed such as: assisting with proposal writing and grant reporting.

## **QUALIFICATIONS:**

### **Education and Experience**

- ECE certificate or diploma or equivalent combined training and experience.
- Experience working with children 0-6 years and their families
- First Aid certificate and Food Safe



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### **Skills and Attributes**

- Outgoing, energetic individual with strong organizational skills, ability to multi-task in a dynamic working environment; self-motivated personality; ability to work independently and as a team player.
- Ability to facilitate parenting groups.
- Knowledge and ability to teach a range of related topics, including child development, parenting strategies, and attachment.
- Knowledge of Aboriginal communities, organizations and service providers within the Circle 6 area.
- Knowledge of Aboriginal and urban Aboriginal culture, traditions, history, and issues required.
- A strengths based, solution oriented, and family centered approach is required.
- Reliable transportation and current valid BC Driver's License and willing to obtain business insurance and liability coverage.
- Driver's Abstract required.
- Criminal records check required.

### **TERMS OF EMPLOYMENT:**

This is a temporary full time position at 35 hours a week, to cover a maternity leave from November 18, 2019 – December 1, 2020. This position is dependent upon negotiated funding.

### **ADDITIONAL INFORMATION:**

All workers must be aware of the potential for allegations to be brought against them by clients and therefore, must conduct themselves in a manner where behaviours/actions cannot be misinterpreted. Workers are required to take precautionary measures and to follow safety guidelines to ensure their safety. Workers must be aware of the risks when working with potentially hostile or aggressive clients and follow safety guidelines to ensure their safety.

Workers must maintain confidentiality, undergo annual successful criminal record checks, and to be sensitive to diversity among clients, co-workers and the community.

This position will be exposed to a high level of noise and distractions from children. Direct delivery may include moderate physical activity involving walking, standing, bending, and lifting children.

To apply please e-mail resume and cover letter to Lisa Cussen, ECD Program Manager at [l.cussen@sotcs.ca](mailto:l.cussen@sotcs.ca)