



## JOB OPPORTUNITY

### **Regional Community Facilitators – Full-Time (1 Year Term to Start)**

The BC Aboriginal Child Care Society (BCACCS) is a Centre of Excellence for Indigenous Early Learning and Child Care (IELCC). In 2018, the First Nations Leadership Council (FNLC) mandated BCACCS to be the Regional Coordinating Structure for the implementation of and investment in the IELCC Framework in British Columbia. Guided by a BC First Nations ELCC Framework and community-driven investment strategy, BCACCS will oversee the implementation process, which seeks to enhance existing services, increase access for families, and build capacity in the IELCC sector, with the overall aim of improving outcomes for all First Nations children and families in BC.

To support this important work, BCACCS is currently seeking qualified candidates for the position of Regional Community Facilitator. The positions support regional work in the North Eastern and North Central region of BC. Reporting to the Project Manager, each Regional Community Facilitator will act as a resource and support person to the IELCC stakeholders in their region, assisting Nations, communities and programs to plan, access, and implement IELCC improvements. These vital positions require dedicated individuals with community planning and engagement experience, as well as the interpersonal communication skills necessary to build and maintain positive collaborative relationships with a broad range of IELCC stakeholders.

#### **Principal Duties:**

- Using the BC First Nations IELCC Framework and investment strategy as guides, support communities and programs to identify existing resources and prioritize needs to inform IELCC development activities
- Support communities and programs throughout the investment process, including information sharing, data collection, planning, proposal development, and strategy implementation
- Assist in the rollout of communication materials to communities and programs to increase awareness of new and emerging funding opportunities, policies, programs, and services
- Support the development of a regional community engagement strategy, including identification of and outreach to communities with few or no IELCC services
- Organize engagement activities with communities and programs in the region
- Identify opportunities to facilitate knowledge exchange and collaborative partnerships
- Collect, maintain, and analyze data as a means of addressing service gaps and capacity needs
- Participate in conferences, fairs, and other local and regional events to share IELCC Initiative information
- Establish and maintain a broad range of ongoing collaborative working relationships with partners, stakeholders, staff, contractors, and advisory groups
- Review, record, and report on project progress, including required follow-up actions
- Participate in assessment to evaluate progress towards meeting project goals and key deliverables

**Skills & Qualifications:**

- Degree in Community Planning, Public Policy, Child & Youth Care, Education, or another related field, or the equivalent combination of education, training, and experience
- Minimum of 3 years of experience in a community planning or program development role
- Experience working with Indigenous communities or organizations and/or the ELCC sector, preferred
- Experience in or knowledge of community engagement and community development methodologies and practices required
- Exceptional interpersonal, oral and written communication skills with experience in developing and nurturing collaborative relationships and partnerships
- Demonstrated understanding of meeting key deliverables in a multi-faceted project with tight timelines and shifting priorities
- Demonstrated understanding of data collection and analysis
- Strong organizational skills, with ability to plan, record, report and monitor progress
- Comfortable with Microsoft Office 365 and online communications tools
- Self-directed and able to work with minimum supervision
- Must have home office, valid driver's license, vehicle, and ability to travel to remote, rural and isolated locations
- Preference may be given to applicants who have Indigenous heritage with the required combination of education and experience

**Salary range:** Negotiable, commensurate with qualifications

**Closing date:** Open until suitable candidate found

**Start date:** As soon as possible

**How to apply:** Please submit a resume and cover letter explaining how you meet requirements. Include specific examples encountered in your work or educational experiences as it relates to this position. This may be sent to [reception@acc-society.bc.ca](mailto:reception@acc-society.bc.ca) citing "Application for Regional Community Facilitator" in the subject line. All applications must include cover letter and resume.

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