



Vancouver
Aboriginal
FRIENDSHIP CENTRE
SOCIETY

Aboriginal Head Start Program Early Childhood Educator Assistant (2 Positions)

Job Description

Employment Type: Full Time

Hours Per Week: 37.5

Working Hours: 7.5 hr. shift between 7:30 a.m. – 6:00 p.m.

Wage: \$17.41 - \$22.01

Type of Child Care: Licensed Full-time Aboriginal Head Start 3 – 5-year-olds.

Position Start: TBD

About Us

The Vancouver Aboriginal Friendship Centre Society (VAFCS) at 1607 East Hastings originated in the late fifties from the will and needs of peoples who were leaving Indian Residential Schools without any supports or means to survive. Today the Society continues to serve the Urban Aboriginal community managing twenty-three programs and services through three locations in Vancouver.

The VAFCS is a community-led organization delivering an Aboriginal Head Start group licensing childcare program for twenty, three-to-five-year-old children that will embody the unique Vancouver Urban Aboriginal Community and the cultures of participant families.

VAFCS is currently seeking an individual connected with Indigenous community, highly organized, and self-motivated to work with us.

Position Summary

The Aboriginal Head Start Early Childhood Educator Assistant (AHSECEA) will be a core member of the VAFCS Aboriginal Head Start team and will work under the direction of the VAFCS Aboriginal Head Start Coordinator and collaboratively with all members of the AHS team. The AHSECEA is responsible for supporting the provision of culturally appropriate, nurturing care to young children in keeping with the vision, goals, mandate, objectives and policies of the VAFCS and Aboriginal Head Start Association of B.C.

Position Description

- Support early childhood educators in developing and implementing childcare programs that support and promote the physical, cognitive, emotional and social development of children.
- Ensure the Early Childhood Education program meets all requirements of the Child Care Licensing Regulations on a daily basis.
- Engage children in activities by telling stories, teaching songs and preparing crafts.
- Provide a daily balance of active/quiet, indoor/outdoor and individual/group activities.
- Organize space, equipment and materials prior to activities.

[Vancouver Aboriginal Friendship Centre Society \(vafcs.org\)](http://vafcs.org)

1607 E Hastings St, Vancouver, BC V5L 1S7

604-251-4844



- Maintain daycare equipment and assist in housekeeping and cooking duties
- Prepare snacks and arrange rooms or furniture for lunch and rest periods.
- Assist with children's physical needs for eating, sleeping and toileting.
- Discuss the program's daily events with family members at drop-off and pick-up times.
- Observe children and provide written reports to expand play and plan activities that recognize individual differences and new developmental achievement.
- Work with AHS staff and other specialists (when applicable) to plan, carry out and review individual program plans.
- Participate in short and long-term planning and the annual program review.
- Assist with the development and delivery of programming.
- May assist early childhood educators or supervisors in keeping records.

Points of Contact:

- a) Aboriginal children and families,
- b) Early childhood educators,
- c) Elders,
- d) Community and health support (e.g., HIPPIY, ASCD)

Qualifications:

Minimum Valid ECEA Certificate (License to Practice in BC)

Experience:

- Experience developing and delivering age-appropriate children's programming designed to meet the spiritual, emotional, intellectual, and physical needs of the child that empowers them to develop a sense of self and a connection with the Aboriginal community on a daily basis.
- Experience ensuring safe and active supervision of children at all times.
- Experience working with teams, including children, parents, and staff.
- Understanding of social, economic, and political issues affecting Aboriginal communities
- Firsthand knowledge of Aboriginal philosophies and values of varied cultures and traditions
- Firsthand knowledge of the Aboriginal experience and how culture influences the development of individuals and communities.

Requirements:

- Experience in a Licensed Child Care Setting: 1 year
- Valid ECE Assistant certificate and registration number



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- Successful completion of a Vancouver Police Department, Vulnerable Person Sector Check
- Compliance with VAFCS COVID-19 Vaccination Policy
- BC Government Employees Union Membership
- Valid Emergency Child Care First Aid with CPR/AED Certification or equivalent
- Resume and 2 professional employment related references.
- One character reference

Only shortlisted candidates will be contacted. Please submit your resume and copy of License to Practice/Certificate via email to hr@vafcs.org

Position is open until filled.

Qualified Aboriginal candidate are preferred in accordance with Section 41 of the BC Humans Rights Code.