



# Quesnel & District Child Development Centre

*We acknowledge with humility and respect that the land on which we work is the traditional and unceded territory of the Lhtako Dené Nation.*

## Q&DCDC Job Posting Permanent Full Time Position

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**Position:** Indigenous Developmental Services Coordinator  
37.5 hours per week (1.0 FTE)

***Due to the nature of the work involved and to serve our community in the most effective way possible, preference will be given to qualified self-identifying Indigenous candidates.***

**Overview:** The Quesnel & District Child Development Centre (Q&DCDC) is located on the traditional and unceded territory of the Lhtako Dene people. The Developmental Services Coordinator will coordinate and provide leadership for Early Intervention Services provided to First Nations, Metis, and Inuit families/caregivers and children in the Quesnel & surrounding area. We are seeking a candidate that can build strong and lasting relationships with community partners, support and mentor program staff, has excellent organizational ability, program development skills, and has in depth knowledge and understanding of Indigenous history and culture.

**Start Date:**

**Closing Date:**

**Duties:** The Indigenous Developmental Services Coordinator will plan and oversee the activities of the Indigenous Infant Development Program (IIDP) and the Indigenous Supported Child Development Program (ISCD) and Early Years and Inclusion services. The role of the Coordinator includes:

- A. Supervision, mentorship, and support of IIDP consultants who assist parents in planning and implementing activities in the home or other settings to promote growth and development in children birth through three years who have a diagnosed special need or are at risk for delays in development.
- B. Supervision, mentorship, and support of ISCD consultants and scheduling of ISCD Support Workers; provision of supports for ISCD consultants in their supervision of the Indigenous Supported Child Development Support Workers. ISCD program work allows children with extra support needs to attend licensed childcare programs in the community.
- C. Supervision, mentorship, and support of Early Years Family Support Workers. Early Years services include family navigation, support for families, providing non-childcare early learning, promoting community belonging, and supporting Indigenous culture, language revitalization, and cultural competency.



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- D. Building relationships and collaboration with other Indigenous organizations, programs and agencies providing services for Indigenous children and youth, serving as an advocate for increasing awareness around Indigenous culture and building an inclusive community.

## **Qualifications/Training:**

- Degree or Diploma in Early Childhood Education or Social Work
- Five years recent related experience or an equivalent combination of education, training, and experience
- Three years recent experience with program administration responsibilities and supervision of Early Years and Inclusion Programming, ISCD and IIDP Programming.
- Strong relationships with community service providers and good understanding of Indigenous culture, local traditions, and protocols.
- Knowledge and commitment to the Calls to Action: Truth and Reconciliation Commission of Canada

**Salary:** HSA Health Science Professionals Collective Agreement, Grid Level 10. This position has competitive wages, excellent benefits, and a pension plan.

**HOURS:** Full Time – 37.5 hours per week M-F

**TERM OF POSITION:** Permanent

**DATE CLOSES:** Upon filling position.

**START DATE:** October 2023

**Submit Resume to:** Melanie MacDonald, Executive Director  
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