



Aboriginal Head Start Association of British Columbia

PO BOX 21058, Duncan BC
V9L 0C2 Office: 250-709-7592

JOIN our AHSABC Team

Aboriginal Head Start National PEP Facilitator

The Aboriginal Head Start Association of BC ([AHSABC](#)) is seeking a qualified individual passionate about Indigenous Early Learning and Childcare to be a part of a new team of National PEP Facilitators to support the expansion of [The LOVIT Way](#) – a framework and set of tools for supporting high-quality care for Indigenous children and families.

The National PEP Facilitator will support Aboriginal Head Start Early Years programs across Canada in utilizing The LOVIT Way Program Evaluation Process Tool, to promote programs to be the best they can be.

The National PEP Facilitator will:

- participate in collaborative training with The LOVIT Way National Director and team
- participate in monthly team meetings
- meet (virtually or in person) with the Early Years programs they work with to facilitate the completion of The LOVIT Way tools quarterly
- provide training, support and mentorship to centers as they learn to utilize The LOVIT Way tools as part of their regular practice
- complete weekly feedback reports to share with National Director and AHSABC team

Qualifications:

- Education, knowledge, and expertise in Early Childhood Education
- Experience working with parents and family members in programs
- Holds a current ECE Certificate
- Experience and/or knowledge of Aboriginal Head Start
- Experience working as a frontline ECE/AHS Educator
- Knowledge, experience and awareness of diverse Indigenous cultures
- Knowledge of provincial or territorial legislation related to IELCC
- Excellent skills facilitating group discussions and engaging individuals through respect, care and safety
- Excellent administrative and organizational skills
- Professional written and oral communication skills
- Excellent documentation, time/priority management and organizational skills
- Ability to work independently, to analyze a situation, and to develop an approach and plan of action
- Technical experience with communications software and online meeting platforms
- Access to Internet and office space.
- A valid driver's license



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Working Environment:

- The National Facilitator will work full-time (35 hours per week) reporting to the Director, The LOVIT Way.
- Contract period September 2024 – March 2026.
- Works independently and remotely from home office. Requires use of a computer, specialized software, and peripherals (Office equipment provided by AHSABC).
- Interacts with Team members regularly via virtual meetings, telephone and email and attends in-person meetings/events as required.
- Travel may be required. Ability to attend training events, gatherings, and celebrations across BC and Canada.
- Employment includes health benefits, retirement plan and home office use compensation.
- Schedule is somewhat flexible, requiring 75% of hours to be worked between 8AM and 4PM Monday to Friday. Some weekend and evening hours may be required to support training and event schedules.
- Must be a resident of British Columbia.

Compensation: Wage is \$35/hour - plus 6% home office use compensation.

To apply:

Submit a detailed cover letter, complete resume, and two references via e-mail to: Trudy Hill, Director of the LOVIT Way, Aboriginal Head Start Association of BC trudy.hill@ahsabc.com

Deadline to apply is Friday, September 20, 2024, by 4 pm.

Virtual interviews are scheduled for the week of September 23 – September 27th, 2024

NOTE: In accordance with Section 41 of the BC Human Rights Code and Section 15 of the Canadian Charter of Rights and Freedoms, preference will be given to qualified candidates of Aboriginal ancestry.