

## **FAMILY SERVICES of the NORTH SHORE**

Contract Position

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Position:	Substitute Family Resource Program Facilitator
Position #:	26-2210
Reports to:	Manager, Thrive Family Programs
Locations:	Thrive Family Centre locations (Maplewood, West Vancouver & The Hub–Capilano Mall)
Closing:	Until Filled

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### **The Agency:**

Family Services of the North Shore is an accredited not-for-profit, community-based agency committed to making a deep and lasting impact in our community through counselling, support, education, and volunteer programs.

We understand the competing responsibilities of modern life. In every role, we will support both your commitment to our community and the very real need to take care of your family. We also understand that to take care of others, you must first take care of yourself. At Family Services of the North Shore, you can do both. We aim to provide a sustainable model of work-life balance across all our programs and services.

### **The Program:**

Thrive Family Programs offer free low-barrier programs where parents and caregivers can play, learn, and connect with their children 0 to 6 years in an inclusive and culturally safe environment. Drop-in programs support healthy early child development and parenting efficacy, based on a trauma-informed and strengths-based approach. We offer child-led play, songs and stories, snacks and lunch, parent education and support groups, resources and referrals, and a community exchange room. We also offer Parent-Child Mother Goose and Breastfeeding/Postpartum support in the community.

### **The Job:**

On an on-call and scheduled basis, you will welcome families into the Thrive Family Drop-In Centres and ensure that they are familiar with the environment, programs, and policies. You will develop positive professional relationships through intentional conversations with parents, caregivers, and their children. Working as part of a team you will assist with facilitating the day-to-day Thrive drop-in program. Programs are run both indoors and outdoors where available.

You will provide parental support and education (both formal and informal), facilitate links between parents and offer referrals to other Agency programs and community supports, as necessary. You will model positive parent-child interactions to promote connection and intellectual, social, and emotional development of the child.

You properly respond to and document all critical incidents following Agency policies and procedures. You may assist with the gathering of client information, data, and program evaluation documentation. You will ensure that safety and well-being of participants through adherence and accountability to program mandates, agency policies and procedures and accreditation for the Agency and the Thrive Family Centres.

**Shifts available are:**

**Thrive Maplewood**

M-Th 8:30-12:00  
12:30-4:00  
Sun. 9:30-12:30

**Thrive West Vancouver**

M-F 8:30-12:00

**Thrive Hub at Cap Mall**

W 12:00-4:00  
Th 8:30-12:30  
F 8:30-12:30

As part of your application, please confirm your availability for the shifts listed above.

**The Candidate:**

You have:

- ECE, Family Resource or Parent Education training and certification or equivalent.
- Current 1<sup>st</sup> Aid certificate.
- A minimum of one year of experience working with parents / caregivers of children 0-6 years.
- Experience working with diverse populations, including Indigenous people.
- A working knowledge of local community resources

In addition, you have:

- The ability to work cooperatively as part of a multi-disciplinary team.
- The ability to model and support positive conflict resolution with children and adults.
- The ability to use good judgement and sensitivity when working with parents and referring them to resources / agencies.
- The ability to carry 20 lbs and move furnishings as required.
- An understanding of early childhood and family development and articulation of a personal parenting philosophy.
- The ability to take initiative, be flexible, consult with co-workers and supervisors and make decisions dependent on program needs.
- The means to travel between locations during the day if necessary would be an asset.

Parent-Child Mother Goose Training and fluency in a language in addition to English are an asset.

Rate: \$28.00 / hour

Family Services of the North Shore is committed to diversity and inclusion within its workforce and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including people with disabilities to apply to become part of our Agency.

*Please respond, in confidence, with cover letter and resume.*

*Kathleen Whyte, Director of Human Resources  
Family Services of the North Shore  
careers@familyservices.bc.ca*

*While we thank all applicants for their interest, only short-listed candidates will be contacted.*