

# POSTING

## FAMILY RESOURCE SUPPORT WORKER

Permanent Part-time (8 hours per week)

### CloverValley Family Resource Program & Parent Education and Peer Support Program

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The Clover Valley Family Resource Program (CVFRP) and the Parent Education and Peer Support Program (PEAPS) are ongoing preventative drop-in programs for children from birth to 6 years of age and their parents and/or caregivers. Both programs offer a warm, welcoming and comfortable environment for parents and children to interact and play together. Our programs also provide an opportunity for parents to connect, share experiences, receive information and support.

#### KEY DUTIES AND RESPONSIBILITIES

- Plan, organize, set-up, implement, assess and supervise daily activities and programming that meets the needs of children and their parents/caregivers.
- Set-up and maintain the play areas in a clean and orderly manner, and assist as directed with general maintenance of the facility in both primary and satellite locations.
- Nutritious snack and/or meal preparation for participants as required.
- Encourage and facilitate the participation of individuals in the program. Create a fun and enjoyable atmosphere in order to enhance the program's appeal to participants.
- Maintain an up-to-date working knowledge of early childhood development, parenting support services, community resources and a wide range of parenting issues and initiatives, and dispense this information for service providers, families and the community.
- This position requires physical set up and take down of program. Must be physically able to move furnishings and equipment each day of the program.

#### QUALIFICATIONS

- Early Childhood Education Certificate and/or a combination of training, education and experience in the field of early childhood and family support. Candidates with less education will be considered.
- Current Level I First Aid Certificate
- Food Safe Certificate
- Group facilitation skills
- Ability to speak a second language (an asset)
- Parent Child Mother Goose Facilitator Training (an asset)
- Must be sensitive to and respectful of cultural and lifestyle diversity.
- Crisis Line experience an asset.

\* An eligibility list will be maintained for up to 6 months

**CLOSING DATE:** March 24<sup>th</sup>, 2017

**PLEASE APPLY TO:** Kristina Saito - Program Manager  
Options Community Services Society  
Email: [kristina.saito@options.bc.ca](mailto:kristina.saito@options.bc.ca)  
No phone calls please

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**NOTE: Applicants not selected for an interview will not necessarily be notified.**

Options Community Services Society is an equal opportunity employer  
committed to hiring a diverse workforce.

Posted: 03/17/17

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