



Coordinator, Supported Child Development

Full-Time. Permanent position.

Position posted on: April 26, 2023

Preferred Start date: May 8, 2023

Location: Squamish office and in programs as needed

Schedule: 35 hrs/week, Monday-Friday

Compensation: \$40.32/hour

The Supported Child Development Coordinator works in consultation with staff, families, Child Care providers, Supported Child Development steering committee, and the Ministry of Children and Family Development. They have both a practical and theoretical understanding of the characteristics of children who require extra support.

The SCDP Coordinator supports a variety of childcare settings and assists staff with inclusive practices. They work collaboratively within the community and participates within a multi disciplinary team that sees the family as the pivotal influence in the child's life. The Coordinator's work reflects the principles of Supported Child Development Program including: inclusion, family centred care, individual planning, shared responsibility and community based services.

Qualifications:

1. ECE Certification with advanced Early Child Development Degree; or Inclusive Care (formally Special Needs) and Infant-toddler Certificate; or a Social Science degree in Child Development.
2. Courses or workshops in supporting children with additional needs including challenging behaviour, guidance and discipline, inclusion, community development, child development and disabilities.
3. Minimum of four (4) years experience supporting families and including children requiring extra support in an early childhood setting.
4. A minimum of two (2) years supervisory experience.
5. Demonstrated experience in developing working relationships with a wide range of professionals, government personnel and members of government (local and provincial), members of the community and staff.
6. Valid driver's license.
7. Valid First Aid certificate.

Job Skills and Abilities:

1. Excellent oral, written, facilitation and interpersonal communication skills.
2. Demonstrated teamwork, leadership, and supervisory skills.
3. Demonstrated knowledge of licensing regulations and operating standards.
4. Familiarity with the BC Early Learning Framework.
5. Strong organizational skills including experience scheduling staff.
6. Demonstrated understanding and sensitivity to cultural diversity.
7. Demonstrated experience in planning and chairing meetings.
8. Basic computer skills using Microsoft Office (Word, Excel) and database experience.

Requirements for employment:

1. Criminal record review
2. Signed confidentiality form
3. Approved reference check
4. Immunization record
5. Proof of full Covid-19 vaccination is required
6. Infrequent travel to Pemberton may be required

Benefits and Perks: There are a lot of great benefits and perks for staff at SSCS. Taking good care of our people means that our people can take good care of our clients. Most of our staff are unionized and represented by BCGEU – British Columbia General Employees' Union. Please note that benefit eligibility varies depending on the nature of the position, hours worked, etc.

Healthcare: After the 3-month probationary period, we offer an extended health program through Group Health. The plan covers dental, vision, prescription medication, select alternative therapies, life insurance, and long-term disability. We also have an Employee and Family Assistance program. The premiums of the plan are 100% employer-paid.

Vacation & Leave: Employees accumulate 6% vacation pay on all hours worked in the first and second year of employment. After the first two years of employment, they earn one additional day of vacation per year of service, to a maximum of 35 workdays. This equates to a minimum of 3 weeks of vacation and a maximum of 7 weeks over time.

Other Perks: Casual dress, paid sick days, and more.

Compensation: As per the BCGEU Collective Agreement, **the wage is \$40.32 per hour.**

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