

We're Hiring!



CHILDMINDER

Posting Requisition	22502	Program	<i>Domestic Violence Intervention Program</i>
Job Type	<i>Casual (2 Year Contract Until March 31, 2026)</i>	Location	<i>Surrey, BC</i>
Hours of work	<i>4 hours per week</i>	Closing Date	<i>Open Until Filled</i>

Salary - \$22.16 - \$24.64 hourly (subject to our funding model)

Options Community Services is a non-profit registered charity providing social services primarily in Surrey, Delta, White Rock and Langley. We believe in helping people help themselves. We believe in collaborating with individuals, businesses, community groups and government to create focused, effective and responsive resources for the community.

This position provides child minding support to the Domestic Violence Intervention Program (DVIP), Healthiest Babies Possible (HBP), Support for Parents of Young Children (SPYC) and Nobody's Perfect Parenting (NPP) programs during group activities and events. This position will be responsible for planning, preparing, setting up and cleaning up snacks and activities for the children. This position also will assist with other aspects of groups as needed.

ACCOUNTABILITIES

- Adheres to the policies and standards of Options Community Services Society, as established in policy and program manuals, Health & Safety Guidelines, job descriptions, written memos, and verbal agreements
- Works with program staff to provide a safe and nurturing environment for the children to play in and be cared for while their parents are participating in group activities
- Prepares and sets up age appropriate equipment and activities for the children attending
- Prepares and serves snacks to the children when snacks are required
- Assists in all aspects of HBP/SPYC/NPP groups as needed. (Setting up meeting room for group activities, cleaning /tidying space at the end of the program and assisting with food preparation).
- Maintains a working knowledge of child related issues and community services
- Help parents increase their knowledge of child development and parenting skills through role modeling, sharing resources and teachable moments.
- Provide a supportive and nurturing relationship with the parents and caregivers of the children.
- Introduces immigrant and refugee newcomer parents to Canadian child-rearing practices
- Maintains registration and resource records, files and statistics when required
- Makes recommendations and provides feedback regarding child minding best practices
- Follows written and verbal organizational directives regarding child minding support
- Performs other related duties as required

QUALIFICATIONS

Education, Training, and Experience:

- Early Childhood Care and Education Certificate or minimum of two years childminding experience caring for children between the ages of birth to 6 years of age.
- Current Child Safe or level 1 First Aid Certificate.
- Food Safe an asset.

We are an equal opportunity employer committed to hiring a diverse workforce

Posted: Jan 11, 2024

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- Second language an asset.
- Complete criminal record check.

Skills and Abilities:

- Nonjudgmental, respectful, positive, supportive attitude.
- Demonstrate knowledge of child care principles and theories as they apply to vulnerable families.
- Ability to create a warm, nurturing and welcoming environment for both parents and children.
- Demonstrated effectiveness as part of a staff team.
- Ability to be flexible and adaptable to a changing group of children and location for care.
- Ability to communicate with and relate to a parents and caregivers coming with cultural and lifestyle diversity.
- Demonstrated proficiency in written, oral and interpersonal communication and problem solving skills.
- Well developed planning and organizational skills.
- Ability to work independently.
- Ability to identify sensitive issues and maintain confidentiality.
- Understand the ethical responsibility to protect children and the Duty to Report.
- Must complete a six (6) month probationary period before staff are permanent employees, unless otherwise specified by contract conditions.

SPECIAL REQUIREMENTS

- Successful candidates will be required to provide a current and satisfactory Criminal Reference Check / Vulnerable Sector search preceding their start date.
- Applicants with lived experience are strongly encouraged to apply.

**An eligibility list may be maintained for up to six months. Eligible applicants may be offered a casual position. This position is open to all qualified applicants.*

PLEASE APPLY TO: Harpal Johal, Program Manager
Options Community Services Society

Email: Harpal.Johl@options.bc.ca

No phone calls please

Please include a cover letter clearly indicating the posting number [posting #22502] and outlining your qualifications and related experience for the position.