



# POSTING

## EARLY CHILDHOOD SETTLEMENT WORKER

Temporary Part-time (21 hours per week) until January 31, 2020  
Afternoons and Saturdays possible

### First Steps Early Years Refugee Program

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First Steps is a multi-agency collaborative project to provide intensive ECD focused settlement and developmental support to young refugee children and their caregivers to enable them to gradually transition into mainstream services and resources. The project is in collaboration with DIVERSEcity Community Resource Society, Options Community Services and Umoja Operation Compassion Society. This project arose in recognition of the importance of the early years and the critical child development, parental attachment/bonding as parents and caregivers work on their issues of settlement, adaptation and support. Program operates from two sites, at DIVERSEcity and at Umoja.

#### Position:

The Early Childhood Settlement Educator position provides developmentally appropriate activities in a play based Early Childhood setting for children from infancy to school age with an emphasis on attachment, bonding and early literacy.

#### KEY DUTIES AND RESPONSIBILITIES

- Plan, organize, implement, assess and supervise daily developmentally appropriate, culturally and spiritually sensitive, play based early childhood activities that meet the physical, social, emotional and cognitive needs of the children and families.
- 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
- Provide early literacy/ family literacy activities which support the development of healthy attachment and bonding

#### QUALIFICATIONS

##### Education, Training, and Experience:

- Degree or Diploma in Early Childhood Education is required
- ECE License to Practice required
- Minimum three years' experience in a related position
- Current Level I First Aid certificate
- Valid Class 5 B.C. Driver's License and use of a personal vehicle is required

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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/d222019

OCS Posting #:A21313

**Job Skills and Abilities:**

- Demonstrated effectiveness as part of a staff team.
- Must be sensitive to and respectful of cultural, spiritual and lifestyle diversity.
- Demonstrated capacity to be creative, flexible, resourceful and adaptable.
- Demonstrated proficiency in written, oral and interpersonal communication skills.
- Non-judgmental, respectful, positive, supportive attitude.
- Ability to identify sensitive issues and maintain confidentiality.
- Demonstrated ability to develop program related reference and resource materials.
- Commitment to a problem solving approach and willingness to learn and actively participate in professional development.
- Ability to work independently, set priorities, manage multiple tasks and meet deadlines.
- Sensitivity to the financial, social, physical, cultural and personal barriers that refugees and new immigrants face.
- Crisis Line experience an asset.

\* An eligibility list will be maintained for up to 6 months. [Eligible applicants may be offered a casual position]

**CLOSING DATE:**

**Resumes will be reviewed starting [March 29, 2019] but the posting will remain open until filled and will close without notice.**

**PLEASE APPLY TO:**

Paula Church, Program Manager  
Options Community Services Society

Email: [paula.church@options.bc.ca](mailto:paula.church@options.bc.ca)

Options Community Services Society

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

**No phone calls please.**