

School District No. 91 (Nechako Lakes)

JOB DESCRIPTION

SPECIALTY SUPPORT – STRONG START FACILITATOR

Rate of Pay: **Band # 9**

SUMMARY

- the Strong Start Facilitator will concentrate on key aspects of family, literacy, numeracy, parent support and education, stages of early childhood development and community resource sharing.
- the intention of the program is that parents and caregivers will participate alongside their children in a purposeful, play based environment.

DUTIES & RESPONSIBILITIES

- creates, plans and implements for parents participation in the Strong Start Program
- plans and implements special events, workshops, meetings and information sessions for the Strong Start Program
- ensures the activities available for the children reflect the stages of child development and encourage creativity and language development
- makes connections with service providers in the community and facilitate families referrals to outside agencies when necessary
- makes connections with the school personnel to facilitate a smooth transition for families into the formal school system
- works collaboratively with District Early Learning contact, school staff and other Strong Start Facilitators
- works proactively and in a self-directed manner to foster an atmosphere of trust and respect, to promote awareness of early learning issues and to promote and market the Strong Start Program as required
- attends monthly team meetings as required

QUALIFICATIONS

KNOWLEDGE

- completion of Grade 12 (Dogwood Certificate)
- certificate in Early Childhood Education
- Community Care Facilities Branch B.C. License to practice
- valid Child Safe First Aid Certificate

EXPERIENCE

- 6 months experience as a licensed Early Childhood Educator working with children in the 0-5 age range and their caregivers

SKILLS & ABILITIES

- Excellent interpersonal and communication skills; ability to be culturally sensitive; reactive; collaborative and resourceful
- Able to assess situations within their area of responsibilities and respond in an appropriate manner
- Demonstrated ability to implement the appropriate intervention strategy
- Interacts with co-workers and learners in an empathic and professional manner
- Implements behavior management techniques, conflict resolution and task analysis techniques
- Acts and communicates in an ethical manner and respects the diversity of all learners, caregivers and staff
- Demonstrate behaviour that is non-judgmental and solution focused
- Maintains confidentiality
- Must be physically capable to perform the job duties.
- Have a functional knowledge of computers
- If Ministry requirements or the terms of the Strong Start program change other skills and other qualifications may be required