



# POSTING

## FAMILY RESOURCE SUPPORT WORKER

Permanent Part-Time (14 hours per week)  
Mondays - Wednesdays  
Whalley Family Resource Program

*This posting is open to Union and Non-Union employees but preference will be given to Union who meet the qualifications. This position requires Union membership. Compensation is in accordance with Appendix A of the BCGEU Collective Agreement*

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Whalley Family Resource Program (WFRP) is a preventative drop-in program for young children and their parents and caregivers. The Family Resource Program Coordinator, in cooperation with the Family Resource Support Worker, plans, organizes, implements and evaluates the parent and family programming component of the drop-in to foster and empower families to be successful in the five core areas of FRP service: family support, parent education and learning, early literacy and learning, play-based learning, information and referrals. The Family Resource Program offers a comfortable environment, which promotes socializing and sharing of experiences, information and ideas.

### KEY DUTIES AND RESPONSIBILITIES

- Develops, maintains and delivers a healthy Family Resource Program in the five core areas of service following FRP Valued Practices, FRP and community development principles and FRP Standards of Practices, including the health and safety of the facility and equipment, in cooperation with the Family Resource Support Worker.
- Promotes Family Development by designing and implementing curriculum for parent education including parent-child attachment and self-regulation. Maintains and builds a collaborative family-centered capacity-building model that supports families to address their needs.
- Fosters a calm and nurturing environment designed to encourage cooperative, independent and social play to develop healthy self-regulation through a daily schedule that includes indoor / outdoor, active / quiet, individual / group activities and cultural diversity in cooperation with the Family Resource Support Worker. Requests input from and participation of parents in the development of program.
- In consultation with the Family Resource Program Manager, participates in regular program evaluation in co-operation with the staff, families and community stakeholders as required.
- Maintains a working knowledge of parenting services, community services, resource persons and a wide range of parenting issues and initiatives, and dispenses this information for service providers, families and the community.

- Provides program tours to new participants and orients them to the parent-participation model of parent-child interaction drop-in programs. Promotes engagement and builds relationships with first-time and regular FRP participants.
- Maintains professional growth and stays current on related trends. Manages time, meets deadlines and prioritizes task effectively.
- Liaises with community service providers and professionals to coordinate service provision, facilitates referrals to the program and represents the agency at external events.
- Recognizes, documents, and takes appropriate action in case of suspected abuse, illness, or accident following the Child Abuse Protocol and General Safety Guidelines.

## QUALIFICATIONS

### Education, Training, and Experience

- Early Childhood Education Certificate and /or Family Resource Program Certificate, or a combination of education, training and experience in the field of Family Support and/or Early Childhood.
- Two years recent related experience working with young children and their families in a play-based, family centered environment.
- Parent Child Mother Goose Facilitator training and experience an asset.
- Current Level I First Aid Certificate
- Food Safe Certificate
- Or an equivalent combination of education, training and experience

### Job Skills and Abilities:

- Proficient in both oral and written communication, and possess excellent interpersonal skills.
- Required to work in a dynamic environment which may call for adaptation to the emerging trends/demands.
- Commitment and ability to work with vulnerable people through a supportive, non-judgmental and strengths-based approach.
- A high level of motivation and sensitivity is required to effectively deliver services to a variety of individuals.
- Be highly motivated to complete tasks/duties/daily maintenance in a timely manner
- Commitment to a problem solving approach.
- Represent the Society in a positive and professional manner when in contact with outside agencies, professionals or community.
- An understanding of the family-centered, capacity-building approach and goals of Family Resource Programs.
- Must have the ability to build positive relationships with parents facing diverse barriers to learning and well-being, including ESL and Aboriginal families so that adults are secure in their role as parents and families form stable interpersonal support networks.

- Demonstrated competency and understanding of a community development approach and community based service delivery.
- Ability to identify sensitive issues and maintain confidentiality.
- Must be sensitive to and respectful of cultural and lifestyle diversity.
- Must have an appropriate valid B.C. Driver's License and reliable vehicle.
- No relevant criminal history.

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

**CLOSING DATE:** **MARCH 23, 2018**

**PLEASE APPLY TO:** Kristina Saito, Program Manager  
Options Community Services Society  
#100 - 6846 King George Blvd. Surrey, BC, V3W 4Z9

Email: [kristina.saito@options.bc.ca](mailto:kristina.saito@options.bc.ca)

**Please include a cover letter clearly indicating the posting number [#A21066] and outlining your qualifications and related experience for the position.**

**No phone calls please.**