

**We're Hiring!**



## **ECE SETTLEMENT WORKER**

<b>Posting Requisition</b>	<i>A21976</i>	<b>Program</b>	<i>First Steps</i>
<b>Job Type</b>	<i>Temporary, Full -Time</i>	<b>Location</b>	<i>Surrey, BC</i>
<b>Hours of work</b>	<i>35 hours per week</i>	<b>Closing Date</b>	<i>Open Until Filled</i>

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.

First Steps is a program that provides a comprehensive range of integrated Early Childhood Development focused services including early learning/ literacy, outreach, screening, health, Parenting and family support and Community connections. This program is jointly managed by DIVERSEcity Community Resources Society and OCS, with liaison support from Umoja Operation Compassion Society.

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.

### **ACCOUNTABILITIES**

- Plans, carries out and evaluates daily child centered developmentally appropriate, culturally sensitive play-based early childhood activities that meet the physical, social, emotional and cognitive needs of the children and families. Provides early literacy and family literacy activities in the home language and English.
- Help parents increase their knowledge of child development and parenting skills through role modeling, sharing resources and teachable moments using developmentally appropriate activities, modeling, observing, questioning, demonstrating and reinforcing techniques.
- Maintains a working knowledge of early childhood services, community services, resource persons and a wide range of early childhood issues and initiatives, and dispenses this information to families and the community.
- Provide daily ECD settlement discussions to assist with child/family settlement and parenting in the Canadian context.
- Attend regular staff meetings as well as participate in Key Worker and case management meetings as needed to support clients ECD needs.

### **QUALIFICATIONS**

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

- Degree or Diploma in Early Childhood Education is required.
- ECE License to Practice is required.
- Current Level I First Aid certificate.
- Minimum three years recent related\* experience in a related position

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Recent related experience must include:

- Experience working with families who have experienced resettlement and or trauma from diverse backgrounds.
- Must be fluent in Dari or Pashto.
- Valid Class 5 B.C. Driver's License and use of a personal vehicle may be required.

**Skills and Abilities:**

- Demonstrated effectiveness as part of a staff team.
- Computer and typing skills are required.
- Willingness to learn and actively participate in professional development.
- 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.
- Ability to develop program related reference and resource materials.
- Commitment to a problem-solving approach.
- 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.

#### **SPECIAL REQUIREMENTS**

- Successful candidates will be required to provide a current and satisfactory Criminal Reference Check / Vulnerable Sector search preceding their start date.
- Applicants may be required to provide proof of Covid -19 vaccination.
- 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.*

**PLEASE APPLY TO:** Shelby Gordon, Program Manager  
Options Community Services Society  
Email: [shelby.gordon@options.bc.ca](mailto:shelby.gordon@options.bc.ca)

**Please include a cover letter clearly indicating the posting number [posting #21976] and outlining your qualifications and related experience for the position.**