



S.U.C.C.E.S.S.

## MECD Worker (13550)

**Closing date:** May 27, 2026

**URL:** <https://successbc.bamboohr.com/careers/967>

At S.U.C.C.E.S.S., you will be able to grow and develop alongside a diverse team of professionals and enjoy great benefits and perks. Experience what it is like to join a purpose-driven organization and make meaningful contributions to our community. Explore our amazing new opportunities.

**Division:** Settlement and Family Services

**Department:** MECD

**Employment Type:** Temporary Part-Time (21 hours per week)

**Number of Positions:** 1

**Contract Duration:** June 15, 2026 to June 14, 2027

**Compensation:** \$21.70 - \$23.90 / hour

### About the Position:

The MECD Worker will provide Early Childhood Development (ECD) programs and services to the Mandarin-speaking community in Tri-cities area, such as family support, parent education and outreach. The staff will also work in partnership with ECD Service providers in the area to identify ECD service gaps and provide services to meet these needs.

**Reports To:** Multicultural Early Childhood Development Coordinator

### Key Duties and Responsibilities:

- Works with MECD staff team to plan and implement the programs and services
- Identifies the ECD service needs for the Chinese community and provides programs to meet these needs
- Identifies materials that are needed in the Chinese community for translation and to do the translation/proof-reading as required
- Promotes the service through media and other networks
- Delivers activities/parent support groups for parents with 0-6 years old kids
- Liaises and collaborates with other service providers, and funders in developing programs, support links and referral networks
- Assists in the provision of services in the Multicultural Family Resource Centre



## S.U.C.C.E.S.S.

- Fills out all documentation (group records, monthly group statistics, etc) as required in a timely manner and submit to the Multicultural Early Childhood Development Coordinator
- Prepares program reports as and when required
- Attends training and meetings as and when required
- Represents S.U.C.C.E.S.S. in media functions/media interviews as and when delegated by the Program Director

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

- Bachelor degree in Social Sciences/Family Studies or Diploma/Certificate on Early Childhood Education or related discipline
- Nobody's Perfect and Parent-Child Mother-Goose Certified an asset
- Experience in group facilitation and family support work
- Demonstrates knowledge on child development and knowledge of community resources

### **Job skills and Abilities:**

- Excellent verbal and written communication skills
- Additional language may be an asset when required to meet operational needs in serving communities with specific language requirements as this position supports Cantonese, Mandarin, Korean or Farsi-speaking newcomer families as part of our contractual obligations with MECD.
- Excellent interpersonal and communication skills
- Excellent engagement skills in working with parents and children
- Excellent group facilitation skills
- Excellent team player with internal and external stakeholders
- Excellent program planning, time management and organizational skills
- Proficiency in the use of Microsoft Office Suite and basic internet skills
- Excellent multi-tasking and flexible skills

### **Additional information:**





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- Clear Criminal Record Check (Vulnerable Sector)
- Valid Standard First Aid Certification an asset
- Weekend duties may be required

### **About S.U.C.C.E.S.S.:**

S.U.C.C.E.S.S. is a multicultural social services agency and registered charity located on the unceded Coast Salish lands of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and Səlilwətaʔ/Selilwitulh (Tseil-Waututh) Nations, S.U.C.C.E.S.S. has been helping Canadians and newcomers to achieve their full potential on their Canadian journey since 1973. We are one of the largest social service agencies in Canada, with offices in BC, Ontario and internationally/abroad. We offer programs and services in the areas of immigration, newcomer settlement, English-language training, employment and entrepreneurship, family, youth and seniors programming, health education, community development, affordable housing and seniors care.

At S.U.C.C.E.S.S., we take care of our communities and our people!

Our staff is the source of our success and we make it a priority to ensure work-life balance for our staff. We offer a range competitive and comprehensive benefit packages to ensure the well-being our staff. Subject to the type of employment, benefit packages may include:

- Additional agency holidays (3 additional statutory holidays)
- 3 weeks annual vacation (starting) and up to 6 weeks (maximum)
- company-funded pension (GRRSP)
- extended health & dental plan
- employee & family assistance programs
- access to wellness programs, and more

S.U.C.C.E.S.S. is an equal opportunity employer. We are dedicated to building an inclusive environment that embraces diversity of thought, backgrounds and experiences. We are committed to the equitable treatment of all individuals and will continue to embed diversity and inclusion principles within our policies, procedures, services, and activities.

**Interested applicants should submit their applications to Peggy Lau, at [peggy@success.bc.ca](mailto:peggy@success.bc.ca), by 11:59pm on May 27, 2026**

While we appreciate all applications, only those selected for an interview will be contacted.

