



265 Maitland Street, London, ON N6B 2Y3
Tel: 519-434-3644 ■ Fax: 519-434-3288
www.childreach.on.ca

Employment Opportunity – EarlyON Program Facilitator – 1-Year FULL TIME Contract Position (November 2023 to November 2024)

Are you passionate about families and their children and seeking an opportunity to enhance your skills as an Early Years Professional? Are you looking to join a team that supports families to help children reach their full potential? If so, Childreach has an exciting opportunity for you to join our team.

Since 1975, Childreach has provided support, programs, services, and learning opportunities to parents and Early Years Professionals so that all children reach their full potential. We facilitate playgroups, programs, workshops and services that: build relationships and connections with families; role-model positive parent-child interactions; provide warm referrals and connection to community services; and enrich parents understanding of early learning and development. Childreach welcomes families into literacy rich environments that foster child-led, inquiry-based learning using the best practices outlined in How Does Learning Happen? Ontario Pedagogy for the Early Years and emergent curriculum as the cornerstone of our service delivery. Learn more at <http://www.childreach.on.ca/> and <http://www.edu.gov.on.ca/childcare/pedagogy.html>.

We are seeking an EarlyON Program Facilitator to support our community locations across London neighbourhoods.

Position Summary

The EarlyON Program Facilitator is responsible for supporting and strengthening parents and caregivers through learning opportunities, relationships, programs, and services. The EarlyON Program Facilitator will foster child-development through inquiry-based learning opportunities, be responsive to needs and have significant depth of knowledge of community services.

Reporting

The EarlyON Program Facilitator reports to the Program & Development Manager at Childreach.

Responsibilities

- Greet all visitors and provide a warm, welcoming and family- friendly atmosphere.
- Plan and facilitate EarlyON programs to be delivered in the East London neighbourhoods.
- Develop and maintain supportive relationships and strong connections with parents and caregivers, making appropriate referrals when needed.
- Work closely with parents, caregivers and children on a one-to-one basis. Provide role modeling of effective adult-child interactions while maintaining a positive atmosphere throughout the program.
- Plan and deliver high quality programs and services in the community and at the centre that promote healthy child development, demonstrate emergent curriculum philosophy and are consistent with How Does Learning Happen? Ontario's Pedagogy for the Early Years.
- Ensure that families feel a sense of belonging and connectedness with programs, services and staff of Childreach.
- Provide programs within approved budget. Receive prior approval for all purchases and submit receipts to the Program Manager on a monthly basis.
- Develop and maintain positive relationships with community partners and site hosts by communicating regularly any program updates and issues that need resolving.
- Support Childreach's fundraising initiatives by, but not limited to, promotion and participation.
- Understand the importance of the volunteer, student and staff partnership and integrate the value of volunteerism in day to day delivery of Childreach services.
- Communicate regularly with co-workers for program planning and evaluation, problem-solving and team-building.
- Maintain and have knowledge of community agencies and how they relate to the needs of families
- Maintain an understanding of current early learning best practices and research.
- Participate in meaningful continuous professional learning opportunities as related to professional goals and growth and organizational direction.
- Meet targets set out in the Childreach Service Plan.
- Provide orientation, training and mentoring for student placements and volunteers in your programs.
- Ensure an accurate record of program attendance, referrals and evaluations is kept and submitted regularly.
- Implement, monitor, and follow health & safety protocols as recommended by our public health unit.
- Attend to other duties as may occasionally be requested by the Program Manager or Executive Director.

Skills

- A demonstrated passion for and understanding of current early years best practices including How Does Learning Happen?
- Experience creating customer-friendly processes, practices and environment.
- Experience facilitating parent-child playgroups and programs.
- Strong aptitude with technology including social media.
- Experience working with parents of young children.
- A tolerance for ambiguity and the ability to work in a changing environment.
- The ability to be adaptable, solve problems, and generate workable solutions.
- Knowledge of community services, supports and resources.

Qualifications

- Minimum of two years' experience in facilitating program for parents and their children.
- ECE Diploma or equivalent as determined by the College of Early Childhood Educators.
- RECE Designation and current registration with the College of Early Childhood Educators.
- Current Standard First Aid & CPR certificate
- Current Vulnerable Sector Check
- Valid G driver's licence and/or access to own vehicle for work purposes.

Working Conditions:

- Monday to Friday, 35 hours per week at \$21.00/hour
- Working mostly in community locations and occasionally at Childreach's main centre, Tuesday evenings and the 2nd Saturday of each month is required.
- Time for professional learning opportunities is available.
- Flexibility is required to meet the needs of the scheduling.

Childreach welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

Please submit your resume and letter of interest by Friday, September 15, 2023 at 4 pm to:

Nadine Reeves
Childreach, 265 Maitland St., London, ON N6B 2Y3
Email: nreeves@childreach.on.ca