

North Shore Neighbourhood House
Thursday, September 7, 2023
C.U.P.E. JOB VACANCY
SUPPORTED CHILD CARE CONSULTANT SENIOR

Posting Reference Number # 2023-1920-05 (please refer to this number when applying)

RATE: \$28.83 per hour. Please note: Wage will be part of collective bargaining for new agreement in 2023. The current agreement expired August 2021.

Hours of Work: Full-time – 35-40 hours per week (Full-time position including the possibility of working from home after successful probationary period; flexible start times; option to work 35 or 40hrs per week)

Location: Supported Child Development Office – 225 East 2nd Street, NV
Effective: Immediately

Please note: This position requires ECE/Post Basic Special Needs certification or a degree in a related field. Applicants must have First Aid certificate and a car. Three years experience working with children with Developmental Disabilities preferred.

Nature and Scope of Work

This position is for SCDP consultants that have 1 year ongoing experience at NSNH as an SCDP consultant or equivalent experience.

This is specialized work in Supported Child Care involving the coordination and collaboration with a transdisciplinary team in designing effective program plans and support to parents and caregivers. An incumbent also facilitates child care placements and monitors the implementation of the supported child care program. An incumbent works under general supervision and exercises considerable independence of judgment and action in carrying out the duties and responsibilities of the work, however, policy matters are discussed with or referred to a supervisor. Work performance is reviewed in terms of attainment of desired objectives.

Illustrative Examples of Work

In consultation with a multidisciplinary team, participates in designing program plans, monitoring the implementation of the program ensuring the services are within the prescribed budget; assists in the on-going development of policies and procedures for supported child care.

Liaises and consults a wide variety of internal and external contacts; establishes and maintains effective working relations with various organizations and agencies; develops a working network with ECE personnel.

Interviews families and children requiring extra support, assessing their needs and the ability of the child care centres to accommodate those needs and requirements; facilitates the placement; acts as a liaison between the family, the centre, the school and other community support team members.

Participates in the development of training programs for staff, caregivers and parents and may supervise as well as train staff.

Participates in development of training and mentoring SCDP consultants.

Sits on and participates in NSNH committees.

Prepares and maintains a variety of reports, records, statistics and files related to the work performed.

Performs related work as required.

Required Knowledge, Abilities & Skills

Thorough knowledge of care and guidance practices to promote social and personal development of young children, including those with behavioural difficulties and/or developmental delays.

Thorough knowledge of applicable policies, regulations and rules governing the work performed.

Considerable knowledge of the framework of the community and professional services and the child care options available in the community.

Ability to assess the needs of the family, caregivers and child care centres to plan and carry out activities to promote social and personal development in children.

Ability to assess the needs of children requiring extra support.

Ability to develop and maintain effective and harmonious working relationships with a variety of families, children, staff and community resources.

Ability to assess training requirements; develop and facilitate workshops for families, caregivers and staff; to supervise staff as required.

Skill in exercising patience and consistency in behaviour management.

Desirable Training and Experience

Completion of a Diploma program in Early Childhood Education plus considerable experience working independently in a consultative position with families and their children who require extra support and some supervisory experience or a suitable combination of training and experience.

Advanced Early Child Development, Special Needs Certificate or Infant Toddler Certificate preferred.

Required Licenses, Certificates and Registrations

PCCFLB ECE Certificate

Emergency First Aid Certificate

Valid Driver's License

Please apply to: **Please apply to:** Megan McDonnell
Manager Supported Child Development Program

Closing Date: Thursday, September 14, 2023