



SCHOOL AGE CARE PROGRAM ASSISTANT

Part-time

“Pending Funding Approval”

PURPOSE OF POSITION:

The School Age Care Program Assistant is a part time contract position responsible for supporting the development, implementation and evaluation of the West Moberly First Nations (WMFN) After School Program. The School Age Care Program Assistant reports to the School Age Care Program Coordinator. Normal work hours will be an average of 10-12 hours/week Monday to Thursday.

School Age Care Programs may include:

- Out of School Care (5-12 years old)
- Tutoring/Educational Support (K-12)
- Other programming as identified in the annual Strategic Plan

EDUCATION:

- Grade 12 Diploma
- have completed a course, or a combination of courses, of at least 20 hours duration in child development, guidance, health and safety, nutrition
- Approved First Aid as specified by Community Care Facility Act (or willingness to attend a First Aid Course as per BC Licensing Regulations)

EXPERIENCE:

- Relevant work experience in an educational setting (i.e. teacher assistant, support staff, volunteer, child care, youth group and/or youth programs)
- Ability to provide care and mature guidance to children

KNOWLEDGE:

- Knowledge of child development and individual abilities at various stages of development
- Knowledge of youth program development and implementation

OTHER

- Applicants must be a minimum of 19 years of age at the time of application.
- A consent to conduct a Criminal Records Check for working with children and/or vulnerable adults must be submitted
- The successful candidate is to comply with Province's immunization and tuberculosis control program

Individuals who are interested in this position must send their Cover letter and résumé to:

Human Resources, West Moberly First Nations Box 90, Moberly Lake, BC V0C 1X0
Fax: 250-788-9792 or email to: humanresources@westmo.org

DEADLINE: Friday November 17, 2017. We thank you for your interest; however only those selected for an interview will be contacted.