



# Aboriginal Supported Child Development Consultant

As an Aboriginal Supported Child Development (ASCD) Consultant you will be a part of the ASCD team reporting directly to the Director of Aboriginal Childhood Intervention Services. You will provide direct outreach services to Aboriginal and Métis children with extra needs living in urban settings and on traditional territories. Using a family-centred strength-based approach you will assist families and caregivers in supporting the optimal physical, cognitive, emotional, spiritual and cultural development of their children. In the role of ASCD Consultant you will promote the inclusion of children of all abilities in their communities.

## DUTIES and RESPONSIBILITIES:

- Developing working relationships with families, providing them with information on child development and other community resources. Supporting families in assessing and choosing services for their children and in self-advocacy.
- Conducting child care setting observations and gathering information on children who require extra support. Determining the children's type and level of support needs in consultation with parents, child care providers and other professionals.
- Developing child-specific, family-centred and developmentally appropriate individual plans in conjunction with parents and child care providers and in accordance with the choices, priorities and goals identified by the parents and/or child care providers.
- Supporting child care providers' inclusion of children who require extra support by performing duties such as supporting the development and implementation of inclusive philosophies, practices, policies and procedures, providing onsite, child-specific training, consultation and modelling, and providing information on child care and community resources.
- Evaluating the children's progress, reviewing the level of support needs and individual plans, and ensuring that services are coordinated, appropriate and accessible.
- Maintaining comprehensive, up-to-date files for each child, supporting a caseload of approximately 20 children; ensuring necessary forms and consents are complete; preparing reports as requested by families and professionals. Maintaining and reporting monthly statistical data, meeting with Director of Aboriginal Childhood Intervention Services for clinical supervision and case reviews.
- Developing, locating and providing information to families and child care providers and groups on topics related to inclusive child care and children who require extra support through workshops, presentations and written materials.
- Participating in VNFC additional programs and other community and cultural events.

## KNOWLEDGE, SKILLS and ABILITIES:

- Demonstrate a working knowledge of cultural competency, family-centered practice, child development, early intervention, family support, inclusive child care and community-based services.
- Experience working with Aboriginal families, First Nation Communities and Non-Profit organizations.
- Knowledge of an Indigenous World View and the Friendship Centre Movement.
- Strong oral, written, and interpersonal communication skills.
- Proficiency in a variety of computer applications such as Microsoft Word, Outlook, and Excel.
- Skills in administering a range of formal and informal developmental assessment tools.
- Physical requirement, the incumbent must spend a major portion of the work hours standing, walking, and/or sitting and have the ability to lift program equipment and supplies for program delivery.

## EDUCATION and ADDITIONAL REQUIREMENTS: The successful applicant will:

- Possess a Bachelor Degree in Child and Youth Care, Early Childhood Education, Social Work, Education or related field OR possess an Early Childhood Education Certificate and/or Diploma, First Nations Family Support Diploma, Diploma in Child and Youth Care or equivalent.
- **Have a reliable vehicle and hold a valid BC driver's license.** Proof of appropriate auto insurance and recent driver's abstract to be submitted for this outreach position.
- Required to provide a current vulnerable sector criminal record check.

**SALARY:** Wage scale: \$20.46 - \$ 21.46 per hour (BCGEU #301)  
**HOURS:** 35 hours/week, (weekend hours may occur due to training opportunities)  
**COMMENCES:** January 2019

Please submit your Resume and Cover Letter attention to:  
**Ron Rice, Executive Director**  
(by mail / fax / email to [admin@vnfc.ca](mailto:admin@vnfc.ca) or in person)

**No phone calls please, only those selected for interviews will be contacted.**  
**An eligibility list will be established.**

# Closing Date: Dec. 10, 2018 at 4:30 pm

Pursuant to section 41 of the BC Human Rights Code, preference may be given to applicants of Aboriginal Ancestry.

Victoria Native Friendship Centre  
231 Regina Avenue, Victoria, BC V8Z 1J6  
Telephone: (250) 384-3211 / Fax Number: (250) 384-1586