



Victoria Native Friendship Centre  
Internal/External Employment Opportunity – 1 FTE  
**Aboriginal Supported Child Development  
Consultant**



In recognition of the critical importance to this role of a lived understanding of Indigenous communities, history, values and culture, and in keeping with the BC Human Rights Tribunal pursuant to s.42(3) of the Human Rights Code, Indigenous applicants preferred.  
Please self-identify in your application.

**Do you want to be a part of an amazing team that helps support our indigenous families and children in development and inclusion?**

Serving families as part of the ASCD (Aboriginal Supported Child Development) Program, you will work alongside the Manager of Aboriginal Supported Child Development. You will provide direct outreach services to Indigenous, First Nations and Métis children with extra needs living in urban settings and on traditional territories. Our team is grateful to use a family-centered strength-based approach assisting families and caregivers in supporting the optimal physical, cognitive, emotional, spiritual and cultural development of their children.

**HOW YOU WILL SERVE...**

- 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**.
- Determining the children's type and level of support needs in consultation with parents, childcare providers and other professionals including observations in childcare and after school settings.
- Developing child-specific, **family-centred** and developmentally appropriate individual plans in conjunction with parents and childcare providers and in accordance with the choices, priorities and goals identified by the parents and/or childcare providers.
- Supporting childcare 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.
- 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 ; ensuring necessary forms and consents are complete; preparing reports as requested by families and professionals and maintaining statistical data.
- Developing, locating and providing information to families and childcare providers and groups on topics related to inclusive childcare and children who require extra support through workshops, presentations and written materials.
- Participating in VNFC additional programs and other community and cultural events.

**We are looking for a balanced, grounded and KIND team member....is this you??**

- Demonstrate a working knowledge of cultural competency, family-centered practice, child development, early intervention, family support, inclusive childcare and community-based services.
- Experience working with Indigenous 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.
- Proof of vaccination may be required

**WISDOM, TRAINING, AND EXPERIENCE:**

- 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: \$21.49 - \$ 22.49 per hour (BCGEU #301)  
**HOURS:** 35 hours/week, (weekend hours may occur due to training opportunities)  
**COMMENCES:** March 2022

**Please submit your Resume and Cover Letter attention to:  
HIRING COMMITTEE**

(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: UNTIL FILLED**

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