



## **Little Shuswap Lake Band Job Posting – Internal/External**

**Department:** Skwlax Head Start  
**Position:** Supported Child Development Worker

### **The Organization:**

The Little Shuswap is traditionally known as Skwlax, which translates to Black Bear in Secwepemcstīn, the traditional language. SteS has a unique vision and drive; the Band has not only led the way in tourism within the Shuswap, but it has also led the way in economic development. The creation of Quaaout Lodge, Talking Rock Golf, Le7ka Spa, and Little Shuswap Gas Station has helped promote Secwepemc culture, and allowed the Little Shuswap Lake people to develop world class accommodation and leisure activities. Strong management and leadership with clear vision and an excellent team of committed employees make up the engine that drives the community forward.

### **The Opportunity - A Day in the life of the Supported Child Development Worker:**

Reporting to and under the direction of the Head Start Manager, the Responsible Adult will aid in the delivery of the Head Start Program. The Responsible Adult will help facilitate programming for children aged 3 months to 6 years old while following best practices of the Aboriginal Head Start on Reserve six program components. They are to provide front-line support to children with extra support needs to assist them to fully participate in a childcare setting. A "Responsible Adult" is a person who is 19 years of age or older and has completed at least 20 hours of training, has experience working with children and can provide care and mature guidance to children.

### **Requirements - What you bring to the organization:**

- Appropriate training and/or relevant job experience working with children in an ECE or special needs setting.
- Valid First Aid certificate and CPR training.
- Special Needs Certificate (or willing to obtain within the first year of employment).
- Ability to develop and maintain a warm, caring, responsive relationship with children.
- Ability to establish and maintain supportive a collaborative relationship with families and staff.
- Ability to maintain confidentiality regarding children, families, and staff.



- Ability to maintain a positive professional and non-judgmental attitude.
- Good interpersonal skills and able to work effectively with coworkers.
- Good written and oral communication skills.
- Must be physically and emotionally capable of carrying out the duties of the position.
- Awareness and knowledge of Indigenous culture is an asset.
- Must be able to obtain and maintain a Criminal Record Check.
- Must have a valid Class 5 B.C. Driver's License and a reliable vehicle.
- Reasonable adult will be willing to enroll and the training through correspondence to receive ECEA certificate.

**Specific Duties and Responsibilities:**

- As a team member, support children with extra support needs to fully participate in childcare settings.
- Follow and implement Individual Service Plans including goals and suggested activities for children that reflect the choices and priorities identified by their parents and Consultant.
- Work closely with assigned Consultant and families to review and adjust Individual Service Plan including goals for children on caseload.
- Work as a team member with Daycare staff to plan and implement daily activities and experiences to meet goals and objectives as documented in the child's Individual Service Plan.

**What we will provide:**

- Full-time, permanent role with benefits
- Growth opportunities
- Competitive compensation package

**Application Deadline:**

Until filled

Preference may be given to applicants of Indigenous Ancestry. If you possess the necessary qualifications and skills, please forward your cover letter and resume:

**Email:** [hr@slib.com](mailto:hr@slib.com)  
**Fax:** 250-679-3220  
**In Person:** Little Shuswap Lake Band Office  
1886 Little Shuswap Lake Road  
Chase, BC  
V0E 1M2



*NOTE: While we thank you for your interest in Little Shuswap Lake Band, we will only be contacting the short-listed candidates. We are an Equal Employment Opportunity employer. Employment decisions are based on merit and business needs, and not on race, color, creed, age, sex, gender, sexual orientation, national origin, religion, marital status, medical condition, physical or mental disability, military service, pregnancy, childbirth and related medical conditions or any other classification protected by federal, provincial, and local laws and ordinances. Reasonable accommodation is available for qualified individuals with disabilities, upon request. This Equal Employment Opportunity policy applies to all practices relating to recruitment and hiring, compensation, benefits, discipline, transfer, termination and all other terms and conditions of employment. While management is primarily responsible for seeing that equal employment opportunity policies are implemented, you share in the responsibility for assuring that, by your personal actions, the policies are effective.*