



Okanagan Similkameen School District No. 53 Job Description

JOB TITLE: STRONGSTART FACILITATOR

JOB NUMBER: 135

RESPONSIBLE TO: Principal or Designate

JOB SUMMARY: Under the supervision of the principal or designate, the StrongStart Facilitator provides engaging, inclusive and developmentally appropriate early learning experiences for children from birth to five years of age and their families. The facilitator creates opportunities for participants to connect, learn and explore while fostering family engagement, incorporating Indigenous ways of knowing, and building strong community connections.

JOB DUTIES AND RESPONSIBILITIES:

1. plan, coordinate, facilitate and safely lead children and their families in play-centered activities that focus on learning experiences that support children's social, emotional, physical, cognitive, and language development and meets the goals of the BC Early Learning Framework;
2. ensure activities are inclusive, culturally responsive, and accessible to diverse families;
3. plan, purchase, prepare and serve healthy nutritious snacks;
4. connect and collaborate with community partners, early childhood agencies, schools, Indigenous communities, and health service providers, and assist families in accessing services, resources and supports;
5. build positive relationships with rural and remote families, increase awareness of the program, and share information and resources that support child development, early learning, and family well-being;
6. may work directly with students to provide a wide range of academic assistance, monitoring behaviour, and facilitating integration in the classroom and school environment;
7. assist in preparing and monitoring budgets, purchasing supplies and materials, and maintaining program resources and equipment;
8. maintain program statistics, records, reports, and documentation and knowledge of MyEducationBC ;
9. participate in job-related training and staff development which includes attending district, community, regional and provincial meetings as requested including special events and information sessions;
10. communicate positively and effectively, and interact as a collaborative and consultative team member;
11. understand and act in accordance with school and district policies and procedures, district Health & Safety Manual and WorkSafeBC regulations;
12. maintain confidentiality; and
13. other duties as assigned.

REQUIRED QUALIFICATIONS:

1. grade 12 or equivalent, plus a current early childhood education (ECE) certificate and an emergency childcare first aid certificate;
2. two years experience, obtained within the last three years, as an early childhood educator (in addition to experience acquired in obtaining the ECE certificate);
3. BC driver's licence;
4. ability follow directions and work collaboratively with district and school staff, parents, children, volunteers, professionals, and community members;
5. effective relationship-building skills and the ability to communicate clearly in verbal, written and electronic formats;
6. strong problem-solving and organizational skills; and
7. physical ability to perform all aspects of the position.