



Internal & External Posting

October 4, 2024

Position: Resource Consultant- Infant & Child Development

Employment Status: Full-time, Permanent

Salary Range: \$44,609.00 to \$55,748.00 Annually. Compensation within the salary range will be based on years of experience, skills, and qualifications.

Reporting to the Team Supervisor, the Resource Consultant-Infant and Child Development provides family-centered services for children, birth to school entry, with developmental challenges, or who are at risk of developmental challenges and their families in family and caregiver homes, and other early childhood settings.

Responsibilities:

1. Provides parent, child, and family support, and intervention for children with developmental challenges and their families. This includes developmental assessment, coaching, consultation, and parent education on typical and atypical child development, and safety.
2. Provides initial contacts and identify with the family their needs and strengths.
3. Participates with families and community partners in developing and implementing individual family support plans.
4. Conducts ongoing evaluation of family support plans, through regularly scheduled reviews with families and partners.
5. Assists with the child's transition to other community services and elementary school.
6. Facilitates parent and parent-child groups.
7. Advocates on behalf of children and families and their needs within the community including making referrals to other services available in the community.
8. Provides formal and informal peer consultation specific to areas of expertise and competency.
9. Maintains current and accurate clinical records in keeping with the Clinical Record Keeping policy.
10. Participates in the professional development of evidence-based and best practices in the field of infant and child development.
11. Provides community education related to the agency's services and topics related to infant and child development.
12. Assists new workers and students with mentoring, job shadowing, and transfer of learning experiences.
13. Follows the outlined rules and regulations of the Occupational Health and Safety Act and promotes and practices safe working conditions to avoid potential injury or harm to self, any employee, or child/family in receipt of services
14. Must be accessible by cell phone whenever on duty.
15. A valid driver's license and the use of a personal vehicle are required.
16. Carries out other duties as may be assigned.

Key Qualifications:

1. Diploma or Degree in Early Childhood Education, Developmental Services Worker from a recognized institution, or equivalent combination of education and experience that may include an undergraduate degree in related health, education, or social service.
2. Four years of experience working with children from birth up to school entry with developmental challenges, and their families.
3. Understanding of family-centered principles and child development principles in relation to social-emotional development, adult learning theories, and group dynamics.
4. Knowledge of trauma-informed practices.
5. Demonstrated awareness of cultural humility and principles of Equity, Diversity, and Inclusion.
6. Knowledge of the Child, Youth, and Family Services Act, Personal Health Information Protection Act, and other related legislation.
7. Excellent verbal and written communication skills.
8. Proficiency in the use of electronic record-keeping and communication software.

We value the opportunity to provide equitable employment opportunities and accessible employment practices for all communities, including but not limited to persons with disabilities, Indigenous persons, 2SLGBTQ+ individuals, francophones, members of identified visible minority groups, and racialized communities.

Applicants with disabilities may request accommodation at any point in the recruitment and hiring process.

Hours of Work: 35 hours/week. The agency's regular hours of operation are from 8:30 a.m. to 4:30 p.m., Monday to Friday. Flexibility is required to meet service needs.

Closing Date: October 17, at 4:30 pm.

Please forward your cover letter and resume clearly stating how your skills and experience meet the position requirements to Rizz Khaliq, Human Resources Supervisor

E-mail: careers@children-first.ca

Website: www.children-first.ca

Thank you for considering a career with Children First. Please note that only candidates selected for an interview will be contacted.

Current Supervisors of internal candidates will be contacted for reference, past Performance Appraisals, and a random selection of files may be reviewed as part of the selection process.