



# Northwest Child Development Centre

*Working together with families, collaborating with communities, strengthening the region*

## **Child Care Referral and Resource Program – Community Resource Consultant Nisga'a Nation / Nass Valley, BC**

**Part or Full Time (up to 35 hours per week)**

**Compensation: \$30.94 - \$37.65**

**Start date: ASAP.**

**Open until filled.**

*This is a permanent position with up to 35 hours a week to start as soon as possible. Northern relocation funds are available for the successful candidate to relocate to Nass Valley only.*

### **Job Summary:**

The "CCRR Community Resource Consultant" will provide program support including a community resource lending library, community information events, administration and assisting in the planning and implementation of CCRR service delivery and community development through the facilitation of parent/guardian child drop-in programs, workshops and training venues. This also includes childcare referrals, as well as assisting families with the Affordable Child Care benefit. Travel between the communities will be required. The "CCRR Community Consultant" will provide CCRR program services in the Nisga'a Nation to the communities of Gitlaxt'aamiks, Gingolx, Laxgalts'ap, and Gitwinksihlkw.

### **Qualifications:**

- Early Childhood Educator Certificate or Diploma preferred.
- Valid Certificate to Practice with the BC Early Childhood Educator Registry.
- Valid Driver's License and reliable vehicle
- Criminal Record Check

### **Skills:**

- Knowledge of appropriate community programs and services for young children and their families.
- Knowledge and experience working within Indigenous Communities
- Knowledge and experience working within Multicultural Communities
- Knowledge and experience working with families
- Self-Motivated, well-organized, flexible and creative ability
- Able to work effectively in a team environment
- Effective communication and strong interpersonal skills
- Computer skills (word processing, Excel, Publisher, Internet)
- Experience and ability in facilitating workshops

**NWCDC thanks all interested applicants, only those chosen for an interview will be contacted. Do you require accommodation during the recruitment process? Please let us know. NWCDC is committed to diversity and inclusion throughout the recruitment and employment process.**

**Please apply by email, with resume and cover letter to:**

**Kerri Bassett, Executive Director at [hr@nwcdc.ca](mailto:hr@nwcdc.ca)**

**Regional Office- Smithers:** 1471 Columbia Drive, P.O. Box 995, Smithers, B.C., V0J 2N0 Phone: (250) 847-4122 Fax (778) 648-2032 Toll-Free 1-855-947-4122

**Burns Lake Location:** 270 9<sup>th</sup> Ave, PO Box 1146, Burns Lake, B.C., V0J 1E0 Phone: (250) 692-4201 Fax (778) 648-2032

**Hazelton Location:** 2520 Hwy 62, Hazelton, B.C., V0J 1Y1 Phone: (250) 842-5044 Fax (778) 648-2032

**Vanderhoof Location:** 1393 Hwy 16E, PO Box 1679, Vanderhoof, B.C., V0J 3A0 Phone: (250) 567-2911 Fax (778) 648-2032

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