

JOB POSTING

Job Title: Program Worker
Status: Permanent, Full-time (35 hours/week)
Hourly Rate: \$19.51/hour
Posting Date: July 20, 2022

Department: EarlyON Child and Family Centre
Number of Positions: 2
Bargaining Unit: Unionized, CUPE Local 5239
Posting Close: August 5, 2022

East York East Toronto Family Resources Organization (EYET) is a non-profit multi-service agency providing a range of services, resources and supports to individuals, families and the community in key areas: early learning and child care, housing, outreach and community services within a community development and capacity building framework. EYET is committed to accountability, responsiveness, inclusion, innovation and collaboration and operates within an anti-oppression framework.

Position Summary:

EYET is current welcoming applications from qualified, experienced, motivated, creative individuals for a permanent, full-time position as a Program Worker

Under the leadership of the Manager and Supervisor, the successful applicant will be responsible for assisting with program planning, implementation and evaluation. The Program Worker will also be responsible for implementing and delivering various early years' programs and services to families with young children that reflect the Principles of Family Support.

The Program Worker will also assist with developing and deploying shared resource practices while supporting and participating in relevant partnership activities. In addition, the role will also work collaboratively with other members of the EarlyON Staff Team, EYET and partner agencies, volunteers and student placements to ensure meaningful responses to the needs and issues of participants within the context of the department's outcomes and deliverables as well as the EYET Mission, Values and Strategic Plan.

Key Responsibilities include:

- Facilitate adult/child interactive early years' programs focused on the development of healthy adult/child relationships and interactions; and children's developmental activities in both individual and group settings.
- Participate actively in regular needs assessments, planning, implementation and evaluation of culturally competent, inclusive and developmentally appropriate programming for children and their families; that achieves departmental outcomes and deliverables and adheres to the policies of the agency and departmental funding agents.
- Provide intake, relevant information, referrals, facilitation of workshops and development of resources for children and their families or caregivers.
- Maintain a stimulating early learning environment that is physically and emotionally safe; respectful; positive and engaging for participants and co-workers.
- Deliver/participate in daily program specific components; such grocery shopping, snack preparation and child development based activities (i.e. early literacy, numeracy, science and gross/fine motor).

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- Model positive adult/child relationships and support parent involvement and capacities.
 - Support the collection and analysis of accurate data/enrolment and statistics, as required by the agency and relevant funders.
 - Actively participate in the effective promotion and the accurate exchange of relevant information and resources, including outreach and community engagement to increase participation in EarlyON programs and services.
 - Interact and participate in a constructive, collaborative and cooperative manner within the EYET team and other partnership teams, including participating in team and agency-wide committee meetings.

Minimum Qualifications:

- ECE Diploma/Certificate
- Registered and Member in good standing with the College of ECE
- Minimum of 2 years' experience working with the issues culturally diverse children, families and/or caregivers in a community based setting.
- Experience working with young children from diverse families, multicultural communities, and an excellent understanding and knowledge of the Emergent Curriculum, Early Learning, and How Does Learning Happen? frameworks.
- Demonstrated practice engaging families and communities who have experience marginalization, isolation, etc.
- Proven skills in program planning, implementation, delivery and evaluation.
- Demonstrated commitment to anti-oppression principles; knowledge and understanding of the issues facing culturally diverse populations with a focus on health promotion and accessibility.
- Demonstrated ability to work both independently and in a team setting.
- Proven group facilitation skills.
- Knowledge of services and community organizations available to relevant population groups.
- Clearly exhibited commitment to social change.
- Available to work Saturdays, evenings, and weekends when required and as determined by the flexible weekly/month schedule of programs.
- Strong computer literacy (WORD, Access, Excel, email).
- Knowledge of a second language is an asset.

Please send your resume and cover letter to jobs@eyetfrp.ca including "Program Worker Hiring Committee" in the subject line of your email no later than **4:30 p.m. on Friday August 5, 2022**. Applicant resumes and cover letter should be sent as a single PDF or MSWord document saved using a filename that includes the applicant's first and last names.

Only e-mailed applications will be accepted. No telephone enquiries, please. **Individuals from equity-seeking groups are encouraged to apply.**

Interviews may be scheduled prior to the closing date of the job posting. Only candidates selected for interview will be contacted.