



We Are Hiring

Coordinator, Infant Development *Family & Children's Services Department*

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| Hours: | 37.5 hours/week |
| Compensation: | \$ 32.95 – 38.15 |
| Location: | Tri-Cities and New Westminster |
| Start Date: | July 1 st , 2019 or sooner |

Kinsight Community Society has been supporting people with disabilities for over sixty four years! We have learned a lot over those years, and right now we are on the verge of an important evolution in our efforts in co-location and coordination of early intervention and family support, one that will re-shape how we serve children, youth and their families. Our evolution will be enriched by the wisdom of those we serve, staff, our community partners and the Kinsight leadership team. And we are looking for someone who feels the same and wants to join our team.

Job Summary

Provides program review and program development including training, education and community relations. Models and puts into practice the principles of a parent mediated learning approach working with families of young children who have a developmental disability or delay or are at-risk for a developmental delay as part of a home-based, early intervention and family support service. Manages the expenses of the program and follows established budget guidelines. Provide direction to a team of IDP consultants and program support. Works in collaboration with the variety of early intervention and family support programs and services across Kinsight and SHARE.

Education/Experience

A degree from a University of recognized standing in a field related to Infant Development (e.g. child and youth care, social work, psychology, early childhood education).

Minimum 3 years' experience facilitating a process of individual planning for children who require additional support, and their families, in a variety of inclusive child care settings and experience with home visiting. Progressively increasing experience in supervision and program administration including statistical record keeping, scheduling and planning for staff, and working with budgets. Strong understanding with regard to childhood development and the impact of disability and delay on growth and development. Also requires experience with adult education, preferably in the area of supporting families and service providers to acquire knowledge and skills necessary to understand and address a child's support needs.

Knowledge of and experience working with community agencies and government systems and services, including the health and education systems and the Ministry of Children and Family Development. Experience in establishing relationships and working collaboratively with community members and related organizations. Demonstrated practical experience in exercising independent judgment and initiative. Excellent interpersonal and communication skills (written and verbal, including record keeping, reporting, facilitation, presentation and public speaking skills). Experience within a Infant Development model preferred.

Requirements

Proven ability to function independently and under pressure while managing multiple concurrent projects and deadlines. Ability to work with and inspire a wide variety of people. Willingness to work evenings and weekends. Requires proficiency in computer skills, e.g. Microsoft Office, satisfactory criminal record check that is maintained throughout the term of employment, union membership, valid BC Driver's License and use of a personal vehicle.

We welcome applications from all qualified candidates. . To apply for this position, please email employment@kinsight.org (or fax 604-936-3013) your resume and cover letter with the position title noted in the subject line to the attention of Andrea Mohr, Director of Human Resources and Administration. Only those selected for an interview will be contacted.