



Metis Family Services

#312-7485 130 Street
Surrey, BC V3W 1H8

Telephone: (604) 584-6621

Fax: (604) 582-4820

Job Title:	Infant Development Worker (Full Time/Permanent)		
Department:	Child and Family Development		
Classification:	Paraprofessionals Wage Grid 14-P (Pending review)		
Reports To:	Child & Family Development Team Leader		
Date Prepared:	September 23, 2020	Closing Date:	Open until filled

JOB SUMMARY:

Reporting to the Child and Family Development Team Leader and Program Manager, this position provides a variety of direct supports to children and their families, including children with special needs and infants/toddlers, to stimulate and develop their intellectual, physical and emotional growth. This position requires working in partnership with parents, and/or caregivers to develop and implement useful strategies to promote healthy child development. The primary goals are to promote the healthy development of Indigenous/Metis children, facilitate community strengthening and promote the capacity building within the family unit to meet children's developmental needs. The worker will be responsible for designing and implementing individualized activities for children and their families during home visits and/or group activities during early years programming in the agency. The worker will establish vital working relationships with related agencies and professionals and be able to work independently and as part of a team maintaining a caseload and group/program facilitation as required. As part of the team, the worker will provide developmental information, assessment, referrals and support for families.

Reports to: Child and Family Development Team Leader & Program Manager

Key Duties and Responsibilities:

- Interviews parents and/or caregivers, assesses concerns and outlines services provided by the organization. Assists families in determining goals for their infants and children and the means of attaining them. Plans, develops and implements support plans to meet these ends.
- Make home visits with infants to preschool aged children to assess their development and plan with parents on an ongoing program to stimulate or enhance optimum development and monitor progress.
- Completes relevant infant/child development assessments to assist in creating plans and activities to support children's developmental needs.
- Provides parenting skills support. Guides parents in activities specific to the needs of the infant/child. Discuss with parents the normal range for their child's growth and development and assist them to take responsibility for enhancing the development of
- their children and to develop effective and caring parenting skills, which respect local traditional values and culture.
- Records home visits and meetings with parents and ensures that parents and professionals involved with the family are sent reports regarding the infant's progress.



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- Ensures all required documentation is complete.
- Makes referrals for further assessment and/or support to other professionals such as behavioural therapists, occupational therapists and speech language pathologists, as necessary
- Refers clients to other community resources such as parent groups and encourage parent participation in community baby clinics, prenatal and postnatal classes, parenting groups.
- Provides liaison with other agency resources and community professionals about coordinating services to clients and in supporting transition to other services. Supports parents in attending meetings with other professionals to advocate for the children and the family's needs as required. Participates in case planning with therapists and social workers.
- Provides up-to-date resource materials and lists of generic services related to developmentally delayed children.
- In collaboration with team members, plans, develops and facilitates activities for children that attend the agency during in-house programming. Evaluates developmentally appropriate activities and experiences for children using modelling, observing, questioning, demonstrating and reinforcing techniques.
- In collaboration with Métis Elders, facilitates activities and services that support children and families Indigenous/Métis cultural practices and values, incorporated with the Seven Sacred Teachings and Medicine Wheel Teachings.
- Facilitates parent education sessions and groups to increase parents' knowledge of children's normal growth and developmental milestones.
- Facilitate parent education sessions and groups including but not limited to: Prenatal, Postnatal and Infant Massage to increase parents' understanding of post-partum depression, Sudden Infant Death Syndrome, Shaken Baby Syndrome, sibling relationships, partner relationships, stress management, bonding, attachment and self-care.
- In coordination with team members, provides parenting support or information in areas such as nutrition, education, safety, injury prevention, play, reading, music, bonding and attachment and ways of enhancing early brain development.
- Ensure that all services are delivered in accordance to agency policies and related Provincial Early Years and Infant Development policies and other government systems.
- Assists in housekeeping duties, including sanitizing toys and play area and preparing snacks as required for in-house programming.
- Administers first aid in accordance with established policy as required.
- Performs other duties as required and assigned by the Program Manager and Team Leader.

CORE COMPETENCIES:

Indigenous Cultural Competency, Results Driven, Teamwork and Co-operation skills, Service Orientation skills, Seeking and Using Feedback, Decisive Insight, Reflective Practice, Responsive Learning

Qualifications, Education and Experience:

- Bachelor's degree in a field related to infant/child development and/or,
- Early Childhood Education Diploma with Special needs or Infant/Toddler certification and valid certification to practice in BC
- Minimum two (2) years of recent experience providing Early Childhood Education and/or Infant Development Support Services.
- Must have experience working with children with a range of special needs



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- Knowledge and understanding of BC Early Years Framework and BC licensing regulations/policies
- First Aid/CPR certification
- FoodSafe certification
- Or an equivalent combination of education, training and experience

Job Skills and abilities:

- Demonstrated understanding of strategies/interventions appropriate for supporting children with a range of special needs.
- Excellent understanding and knowledge of Indigenous/Metis cultures, traditions and socio-economic issues affecting urban Indigenous families.
- Excellent oral, written, facilitation and interpersonal communication skills.
- Excellent organizational and time management skills.
- Ability to work effectively with program staff, volunteers, and non-profit or publicly funded groups, agencies and organizations.
- Knowledge of child development milestones.

Additional Information:

This position requires the ability to function independently while managing multiple projects and deadlines including effectively managing emergency situations. Program delivery activities may require a moderate level of physical fitness to effectively carry out duties of the position.

Other Requirements:

Criminal Record Check; Class 5 Driver's License and Abstract; reliable form of transportation.

Rate of pay: \$33.17 to \$38.63 per hour (pending review)

Start date: As soon as possible

Please clearly state the position you are applying for and forward your resume & cover letter to the attention of Kay Rampersad by email to HR@metisfamilyservices.ca

This position requires union membership.

Metis Family Services thanks all applicants for their interest in this career opportunity; however, only those considered for the position will be contacted. No telephone inquiries please.