



## Community Connections

Community Connections Society of Southeast BC

*“Linking People, Communities and Services”*

*Internal/external Job posting for Supported Child Development – Regional Coordinator*

January 11, 2024

The East Kootenay Supported Child Development program, under Community Connections Society of Southeast B.C., is looking for a regional coordinator based in Cranbrook.

**Position** 35 hours per week

**Wage** BCGEU Grid 15P to 16P depending on education/experience

**Starting date:** ASAP

**Position Summary** The coordinator will:

- ◆ be responsible for the overall operation and implementation of the East Kootenay Supported Child Development Program (EKSCD).
- ◆ directly supervise the program consultants and administrative-library assistant
- ◆ guide and support all the program staff per their job responsibilities and tasks.
- ◆ ensure that the program meets the provincial SCD mandate, adheres to CCS and EKSCD Policies and Procedures and maintains accreditation standards (CARF).
- ◆ liaison with appropriate professionals, ensure the program provides, and supports, a regional perspective.
- ◆ report to the Executive Director of the Community Connections Society of Southeast B.C.

**Qualifications:** Bachelor’s in a related discipline plus 5 years experience or a masters and 2 years experience. Early Childhood Education background with a demonstrated and in-depth working knowledge of early years, early intervention programs/services, and applicable legislation and policies.

**Skills, Knowledge and Abilities:**

- ◆ Strong teamwork, leadership and supervisory skills
- ◆ Well-developed planning, organizing, administrative and decision-making skills
- ◆ Strong communication and conflict resolution skills
- ◆ Ability to work effectively with program staff, ministry staff, parents, child care programs, community groups and agencies
- ◆ Use a cultural safety framework when working with Aboriginal children, families and communities
- ◆ Experience using Nucleus Labs, the F-words Framework and doing CRSP reporting beneficial
- ◆ Registered Circle of Security Parenting facilitator preferred
- ◆ Extensive experience in the Early Years sector as well as additional education in the relational-developmental approach



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**Please note:** Community Connections Society is an equal opportunity employer and is committed to providing a respectful, inclusive, and diverse workplace. Only applicants that are shortlisted for an interview will be contacted.

Deadline for Applications: January 18<sup>th</sup>, 2024 at 4:00 pm

Submit to: Community Connections Society

Attention: Tesha Head, Quality Assurance and Office Manager

[officemanager@ccssebc.com](mailto:officemanager@ccssebc.com)