



Ki-Low-Na Friendship Society

442 Leon Avenue | Kelowna, BC V1Y 6J3
Tel: (250) 763-4905 Fax: (250) 861-5514
www.kfs.bc.ca

Job Posting: Healthy Beginnings Support Worker- CAPC
Hours: 35 hours – Immediate Full Time
Wage: Negotiable depending on experience
Posted: January 6, 2021
Closing: Until filled- Cover letter required with experience working with Aboriginal families

Qualified persons of Aboriginal descent will be given preference

Nature of Position:

The support worker will report to the Family Support Team Leader and work as part of the team to provide integrated support services for Aboriginal families with a focus on prenatal and early childhood education.

Duties:

- Work as a team with the Family Healing Center staff for referral, programs, family counseling, and case consultation
- Plan and implement group sessions on early childhood education, child development, parenting education and nutrition.
- Provide nutritional and prenatal support to pregnant moms
- Provide support for post-natal issues, covering immunization, post-partum depression, exercises and nutrition.
- Demonstrate ability to work with children and infants and create fun, safe, stimulating and caring environment.
- Cultural knowledge and understanding of Aboriginal families
- Assist families to community resources and in-house referrals as needed
- Assist families to maintain their integrity and to affect positive change in their lifestyles
- Develop and distribute promotional materials
- Network and liaison with community agencies and resources
- Ability to work independently
- Ability to work in fast paced environment often dealing with child-related situations
- Flexible work hours (evening groups or weekend events)
- Set up and clean up for groups, prepare snacks and simple meals
- Comply with the CAPC guidelines in the delivery of services
- Other duties as required

Administration

- Maintain organized, accurate, current, and confidential case files on each family
- Keep accurate records and statistics of program activities and client participation
- Excellent computer (Microsoft, excel /word) and organizational skills
- Must have excellent written and verbal communication skills and presentation skills
- Prepare a monthly report on program activities and client progress
- Attend staff meetings and PRO-D Days
- Must have ability to manage time and prioritize workload in order to efficiently deal with the workload

Qualifications

- Early Childhood Education, Human Service Worker, or Bachelor of Social Work and minimum 2 years in related field
- First Aid and Food Skills training preferred
- Aboriginal ancestry and Aboriginal cultural knowledge preferred

Requirements

- Valid BC's driver's license, reliable vehicle and driver's abstract required
- Must consent to criminal record check (vulnerable sector) with RCMP

Please send resume and cover letter to KFS Employment

Ki-Low-Na Friendship Society – CAPC position

442 Leon Avenue
Kelowna, BC V1Y 6J3
Phone: (250) 763-4905
Fax: (250) 861-5514
Email: employment@kfs.bc.ca

We thank all applicants for their interest; however, only individuals selected for interviews will be contacted.