

## KWAKIUTL BAND JOB POSTING



**Job Title:** Outreach Support Worker  
**Department:** Kwakiutl Band Infant Development Program  
**Reports to:** Carole Ford, Early Childhood Development Coordinator

### JOB DESCRIPTION

Employment Type: Term position October 2021 to March 2022

Hours per week: 20-30

Position Start Date: October 4, 2021

### Details

We are currently seeking an Outreach Support Worker for the Village of Tsakis on Northern Vancouver Island. The Outreach Support Worker will provide assistance to families with young children. Specifically, the OSW will work directly with families who need extra support in a variety of areas. This individual will assist children and families providing general support to the whole program to ensure effective inclusion.

### Position Responsibilities:

- Work under the supervision of the Early Childhood Development Coordinator in the Kwakiutl Band Infant Development Program
- Establishes and maintains supportive, collaborative, relationships with families
- Physically and emotionally able to carry out the duties of the OSW
- Perform a variety of duties to assist families in the care of their children
- Understands and adheres to all childcare licensing regulations / legislation
- Strong interpersonal, written, oral, communication skills
- Builds and maintains positive / open communications with parents
- Collaborates with various community service providers and other stakeholders
- Initiates and completes projects on time in a self-directed fashion
- Other duties as assigned by the Early Childhood Development Coordinator or her designate
- Maintains strict confidentiality with a positive, professional, non-judgemental attitude
- Knowledge of Kwakiutl Band culture and traditional territory an asset.

**Applications accepted until September 24, 2021.**

Submit letter of application and resume to:

Carole Ford  
Kwakiutl Band Council  
PO Box 1440  
Port Hardy, BC  
V0N2P0  
Email: [frhs@kwakiutl.bc.ca](mailto:frhs@kwakiutl.bc.ca)  
Fax: 250.949.6066