



Malahat Nation
110 Thunder Road, Mill Bay, BC, V0R 2P4
Tel: 250.743.3231 Fax: 250.743.3251
info@malahatnation.com www.malahatnation.ca

STUDENTS Malahat Nation is Hiring!!!

Job title	Children's Summer Program Assistant
Reports to	Director Social Programs

Start Date: June 17th 2019- August 29th 2019

Terms of Employment: 20 hours per week

Compensation: \$13.85

Job Purpose

Under the Supervision of the Director of Social Programs the Child and Youth Care Worker will collaboratively develop and execute summer program plan. Provide support to the children and youth attending this program while creating a fun and enjoyable environment!

Duties and Responsibilities

Child and Youth Care Assistant

- Plan, prepare and carry out developmentally and culturally appropriate programs and activities
- Ensure positive communication and proactive relationships with team members, children & families
- Ensure that Coast Salish traditions, language and cultures are integrated throughout all Programs
- Deliver services for children and parents in a strength-based approach
- Planning and implementation of appropriate age-based activities according to skills and learning levels that promote social interactions and personal development
- Design, coordinate and implement Summer Day Camps
- Ensure that all information about children, staff, visitors and volunteers is strictly confidential
- Post weekly/daily activity plans for age group you are working with and work from our monthly planning and reporting template
- Model appropriate behaviours and attitudes for the children and youth



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Credentials/Qualifications

- Must be attending post-secondary education in September 2019
- CPR and standard first aid training
- Criminal Record Check
- Must be between the ages of 15-30 years' old

The ideal candidate will have the following skills:

- Strong knowledge of child development
- Experience working independently and in partnership with program planning
- Experience working with First Nations communities
- Confidentiality concerning all social program files and citizens within programs
- Ability to work in a high paced environment dealing with difficult emotional and critical issues
- Exceptional time management skills
- Demonstrate the ability to stay calm in the face of crisis or conflict and use non-violent communication

Please submit your cover letter, resume and copies of credentials to Jessica Stevens, Child and Youth Care Worker in person, fax 250-743-3251 or by email Jessica.Stevens@malahatnation.com by June 14th 2019.