Job Summary
The Supported Childcare Worker provides care to children with supported childcare needs to allow for inclusion in programming. This position also provides information and assistance to co-workers so that they can better support children with diverse abilities.

Specific tasks include:
- Develop and maintain a positive environment that provides a child who needs extra support with opportunities for success in the inclusion process
- Assist staff in implementing the individual and/or group activities and program plan that will facilitate successful inclusion
- Assists staff in implementing the child’s care plan
- Liaise with parents/caregivers and the Manager on all aspects of the child’s behaviour and participation
- Ensure that all health and safety guidelines, policies and procedures are followed at all times during the program operation
- Ensure that all licensing requirements are met
- Attend all necessary staff meetings and training sessions
- Perform necessary housekeeping duties as required
- Communicate with the Manager and staff to promote an open, collaborative environment

Required Skills & Experience
- Experience working with children ages 5-11 years, specifically those children with extra support needs
- Ability to relate to a child who needs extra support
- Ability to communicate skillfully and sensitively with the child, the parents, co-workers and community professionals
- Ability to objectively observe the child’s behaviour and to report on these observations
- Knowledge of Autism Spectrum Disorder (ASD) and current behavioral intervention techniques
- Understanding of the “Community Care and Assisted Living Act” and the “Child Care Licensing Regulations”, as mandated by Island Health
- Understanding and ability to apply first aid and emergency response
- Excellent interpersonal skills and positive customer service skills
- Ability to maintain records
- Strong written and oral communication skills
- Standard First Aid and CPR ‘C’
- Clean criminal record check
- Class IV license an asset
**Hours of Work**

We are seeking multiple candidates to fill several positions ranging from 16-24.25 hours a week. Monday through Friday availability is required. Shifts may include 7:30am-9:00am and 2:30pm-5:30pm or 2:15pm-5:30pm. There are also opportunities for additional hours during non-instructional days (pro d, early dismissal) as well as during seasonal camps.

**Start date:** September 5, 2023 or as soon as possible

**Wage:** $20.55/hour

**Reports To**
Out of School Care Manager

**To Apply:**
Please submit a *resume with cover letter* to:
- Burnside Gorge Community Association
- Attn: Hannah Holmes (they/them)
- Email: hannah@burnsidegorge.ca
- Fax: 250-388-5269
- Mailing address: 471 Cecelia Road, Victoria, BC V8T 4T4

**Deadline to Apply:** Open until filled