



**FAIRFIELD GONZALES**  
COMMUNITY ASSOCIATION  
the place to connect

*MISSION: To create a connected, collaborative, inclusive and sustainable community.*

**JOB TITLE:**

**Family Programs Facilitator and Childminder**

Available Positions: 1-2

Posting date: August 23, 2021

Closing Date: Open until filled

**The FGCA strives to be a living wage employer!**

**The Fairfield Gonzales Community Association is a non-profit society that works collaboratively to create a positive space from a basis of supporting families and community. Our programs are child led, outdoor and explorations based and offer a unique environment for children to learn and grow at their own pace.**

**Job Summary:**

The Family Program Facilitator works in our Family programs and acts as leader to attending participants (toddlers and adults). The position is responsible for providing support and guidance to participants by welcoming children and their families, facilitating activities, encouraging conversations, creating meaningful interactions and communicating program information. The successful applicant must also help provide healthy snacks and lunches, be comfortable working outside and facilitate a parent learning and sharing session. For more details on the programs please visit our [website](#).

**Hours of Work:** Monday 9:30am-1:00pm (Laugh, Lunch & Learn drop-in), Tuesday 9:30-12pm (parent & tot drop-in) & Thursday 9-11:30 (Kindergym). Applicants must be available for a minimum of 2 of the 3 program times.

**Wage:** \$19.40 - \$20.45 per hour (based on experience)

**Start date:** September 20, 2021 w/training prior

**Responsible/Reports to:** Early Years Coordinator

**Location:** Fairfield Gonzales Community Association (1330 Fairfield Road)

**Position:** Family Programs Facilitator and Childminder

**Required Skills:**

- Self-directed and confident with facilitating a family drop-in programs
- Effective communication skills
- Demonstrated ability to facilitate child orientated, group activities (songs, stories & puppets)
- Comfortable working with a diverse population and a varied
- Good writing skills
- Ability to lift heavy equipment
- Ability to work within an active and noisy environment
- Ability to cook and delivery healthy meals and snacks
- Programming and Leading parent talks

**Qualifications:**

- Having cared for and lived with small children, an asset
- Standard First Aid and CPR (C)
- Able to provide an acceptable Criminal Record Check
- Minimum 19 years of age

Interested individuals are requested to forward their resume and cover letter to the Administrative Assistant via e-mail ([place@fairfieldcommunity.ca](mailto:place@fairfieldcommunity.ca)) or in person at Fairfield Community Place (**1330 Fairfield Road**) during our admin hours.

We thank all applicants; however, only those shortlisted will be contacted for an interview

FGCA is committed to the values of diversity and inclusion in our workplace. We actively encourage applications from people who are experiencing barriers to equality. Those who anticipate needing accommodations for any part of the application and hiring process may contact Pippa Davis, Office Manager at [office@fairfieldcommunity.ca](mailto:office@fairfieldcommunity.ca) or 250-382-4604. Any personal information provided will be maintained in confidence.