



Can-Am Indian Friendship Centre of Windsor

2929 Howard Avenue,
Windsor, ON
N8X 4W4

Tel: (519) 253-3243
Fax: (519) 253-7876
www.caifc.ca

EMPLOYMENT OPPORTUNITY

Organization: Can-Am Indian Friendship Centre of Windsor
Job Title: Indigenous Healthy Babies, Healthy Children Worker
Particulars: 40 Hours per week
Location: 2929 Howard Ave., Windsor, ON N8X 4W4

Job Purpose:

To promote optimal physical, cognitive, communicative and social development in at-risk Indigenous children between 0 – 6 years of age. To assist in the development and provision of culturally appropriate community support services through a variety of programming specific to CAIFC. To support Indigenous children (0-6) and their families needs.

Education

- Relevant Post-Secondary Diploma or Degree in the area of Early Childhood Education or related fields and/or work experience

Experience

- Demonstrated ability in working with Indigenous community
- Knowledge of traditional and cultural teachings is an asset
- Knowledge of the Friendship Centre and it's programs is an asset
- Experience in program development, design, coordination, facilitation, implementation and evaluation in area of prenatal, postnatal care and development
- Excellent organizational and problem solving skills, as well as presentation, human relations, oral and written communication skills

Responsibilities and Duties

- Develop and maintain a network of health and social service providers to ensure that Indigenous families with children (prenatal to age six) who are at risk of physical, mental and social problems have access to a range of prevention and early intervention services.
- Link, Indigenous families, with children (prenatal to age six) who are at risk of physical, mental, and social problems to appropriate supports and services in the community.
- Ensure that development of plans of care for Indigenous children and their families are established, as required or needed.
- Ensure that high risk Indigenous families with children who would benefit from home visiting and have access to this service.
- Develop an inventory of services available within the community for prevention and early intervention services.

- Demonstrate games and activities to encourage growth and learning through group facilitation
- Promote and share information about healthy child development and pregnancy.
- Encourage and demonstrate a safe, secure and nurturing environment to children and their families.
- Give families opportunities to learn about their child(ren) behaviour.
- Indigenous Healthy Babies, Healthy Children Worker will build on families' strengths and advocate
- To develop, maintain positive working relationships with other Can-Am Indian Friendship Centre programs and program workers.
- To create working relationships and liaise with Indigenous and non-Indigenous community partnerships with service agencies i.e. Public Health, hospitals, physicians and other relevant organizations/services
- Participate in professional development as directed and required ensure certification is up-to-date specifically First Aid, CPR and Injury Prevention
- To maintain, manage program case management and up-to-date confidential client records keeping system and database
- Participate with program initiatives, and ensure reporting requirements are accurate, complete and submitted in a timely manner, by the program management policy
- Perform other such duties as may be assigned from time to time i.e. newsletter submission, CAIFC events coordination and planning, attend staff meetings
- Must have a valid Ontario Drivers' License or access to an insured vehicle for client transportation and able to travel

SALARY: Based on qualifications.

DEADLINE: WEDNESDAY July 21, 2021 @ 5:00 pm
- No applications will be accepted after the deadline.

SUBMIT COVER LETTER, RESUME AND THREE (3) EMPLOYMENT REFERENCES TO:

Can-Am Indian Friendship Centre of Windsor
2929 Howard Ave., Windsor, ON. N8X 4W4
Attention: **PERSONNEL COMMITTEE**

OR EMAIL APPLICATION TO: exec.director@caifc.ca

We thank all applicants, however only those that pass the initial screening process will be contacted for an interview. Successful candidate must provide Vulnerable Sector Check prior to employment.

CAIFC values diversity and is an equal opportunity employer; however, hiring preference will be given to qualified Indigenous applications. CAIFC is dedicated to providing employment accommodation in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. Please let us know, if you require accommodation to apply or if selected to participate.