



# Aboriginal Head Start Association of British Columbia

PO BOX 21058, Duncan BC V9L 0C2

Office: 250-709-7592

**JOIN our AHSABC TEAM**

## CAREER OPPORTUNITY – Aboriginal Head Start Advisor

**Deadline to apply is 12:00 PM, Monday, June 6<sup>th</sup>, 2022**

The **AHS Advisor** provides expertise and technical skills to support the AHSABC Provincial office direct services to AHS communities. The **Aboriginal Head Start Advisor** participates in implementing innovative and strategic initiatives to support all AHSABC member programs, including Aboriginal Head Start communities in BC and nationally. The **Aboriginal Head Start Advisor** is essential for being responsive to AHS program needs in their efforts to deliver high quality early years services to Indigenous children and families. The **Aboriginal Head Start Advisor** supports the growth and advancement of Aboriginal Head Start and Early Childhood Education and Care services and profession in BC. Together our AHSABC Team supports and promotes the benefits of the AHS program, resources, and goals in the Indigenous Early Childhood profession across Canada. We Invite you to join our team to help our Association to be the best it can be for our children, families, staff and profession.

To learn about Aboriginal Head Start and AHSABC, visit [www.ahsabc.com](http://www.ahsabc.com) and find us on FaceBook at: <https://www.facebook.com/aboriginalheadstartbc/>

### Responsibilities

1. To support AHS programs to deliver high quality early years services guided by the AHS Principles and Guidelines.
2. To work closely with the AHS program staff building a supportive professional network of peer mentors and coaches.
3. To provide in person and virtual peer mentoring to grow the AHS ECE profession and passion in AHS programs.
4. Support strategies to enhance awareness of AHS and the ECE profession.
5. To support provincial and national AHS program initiatives.
6. Participate in meetings, via teleconference or zoom, in-person events, and professional development and cultural presentations.
7. Work in collaboration with the AHSABC Team who all work remotely using MS365 Teams platform.
8. Promote AHS Initiatives and best practices through, sharing stories, writing articles, posting blogs, facilitation of training events and social media sources.
9. Advocate for high quality early childhood education, Aboriginal Head Start services that reflect the AHS Principles and Guidelines and the BC Early Learning Framework.
10. Reports directly to the AHSABC Director of Programming.

### Requirements

- Education, knowledge, and expertise in Early Childhood Education.
- Holds a current BC Certificate as an ECE and or CYC Degree.
- Experience and knowledge with Aboriginal Head Start.



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- Experience working as a frontline Early Childhood Educator / AHS Educator a preference.
- Knowledge, experience, and awareness of diverse Indigenous cultures.
- Excellent administrative and organizational skills.
- Professional written and oral communication skills.
- Technical expertise with communications software, online meeting platforms, and social media tools.
- Experience with latest office productivity tools and task management systems.
- Excellent documentation, time/priority management and organizational skills.
- Ability to work independently, to analyze a situation, and to develop an approach and plan of action.
- Creativity and innovation in inspiring high quality program delivery.
- Experience using program evaluation tools such as ECERS-3 and ITERS-3 – Training an asset.
- Experience working with Elders.
- Experience working with Parents in programs.
- BC Driver license.

## Working Environment

- Works independently and remotely from home office. Requires use of desktop computer (Office equipment provided by AHSABC).
- Interacts with main office and AHSABC Team members regularly via virtual meetings, telephone and email and attends in-person meetings/events as required.
- Travel required to visit and support AHS communities in person.
- Ability to attend training events, gatherings, and celebrations across BC and Canada.
- Salary negotiable based on education and experience.
- Employment includes health benefits, retirement plan and home office use compensation.
- Full time, permanent position based on 35 hours per week.
- Schedule is somewhat flexible, requiring 75% of hours to be worked between 8AM and 4PM Monday to Friday. Some weekend and evening hours may be required to support training and event schedules.
- Must be a resident of British Columbia.

## To apply:

Submit a detailed cover letter, complete resume, and two references via e-mail to:

Joan Gignac, Executive Director, Aboriginal Head Start Association of BC

Email: [executivedirector@ahsabc.com](mailto:executivedirector@ahsabc.com)

**By 12:00 PM, Monday, June 6<sup>th</sup>, 2022**

Virtual interviews are scheduled for the week of June 13-17, 2022.

*NOTE: In accordance with Section 41 of the BC Human Rights Code and Section 15 of the Canadian Charter of Rights and Freedoms, preference will be given to qualified candidates of Aboriginal ancestry.*