



JOB DESCRIPTION PROGRAM FACILITATOR

POSITION TYPE: Casual
HOURS: Weekdays; Daytime or Evenings
REPORTS TO: Macdonald-Headingley Recreation District Program Coordinator
RATE OF PAY: \$20 per hour
PROGRAM LOCATION: Headingley, La Salle, Oak Bluff, Sanford, Starbuck

BACKGROUND

Macdonald–Headingley Recreation Healthy Child facilitates a variety of parent-child programs, free of charge through the financial support of program partners. These programs focus on fostering optimal development of children 0 - 5 and a healthy parent-child attachment. These programs include (but are not limited to):

- Stay and Playgroups
- Mindfulness programs
- Outdoor Programming
- Toddler and Parent programs
- Music and Movement classes

DESCRIPTION

Program Facilitators work collaboratively with MHRD to deliver programs in person. Facilitators lead the assigned program based on lesson plans and curriculum.

RESPONSIBILITIES

- Participation in an initial training program
- Preparation of the physical space before and after each program session
- Assist with the evaluation of the program
- Facilitate program as outlined in lesson plans with adjustments to meet the needs of the families.
- Create a family-friendly environment that provides safety and security for children and their parents/caregivers
- Engage effective strategies to encourage parental involvement and participation in the program.

QUALIFICATIONS:

- Experience working with preschool children and parents
- Ability to communicate effectively and respectfully with parents and children
- Strong parent and child engagement skills
- Clean criminal reference check with vulnerable persons screening
- Enjoy interacting with parents and children in groups

Closing deadline: Until a suitable candidate is found

HOW TO APPLY

Applications will be received until the position is filled.

Interested applicants should forward a cover letter and resume to:

Krista Krysowaty – Program Coordinator

krista@mhrd.ca

MHRD thanks all applicants and advises that only those selected for further consideration will be contacted.