



Employment Opportunity

May 4, 2017

Mountain View Parent LINK Facilitator Competition # 17-006

The Town of Didsbury is currently accepting applications for a part-time Facilitator for the Mountain View Parent LINK Program. Mountain View Parent LINK (MVPL) Centres provide parents / caregivers and their children aged 0 – 6 years with support and learning opportunities. The Parent LINK program is guided by five pillars in which programs and services are provided in the community – early learning and care; parent education; family support; developmental screening; and information and referral.

Located in the Olds office and working 24-hours per week, under the Supervision of the MVPL Supervisor the MVPL Facilitator oversees the operations of the Olds Parent LINK site and offers a comprehensive range of high-quality formal in informal programs that meet the diverse needs of families and communities.

Primary duties will include:

- Maintaining and providing information and referrals regarding formal and informal services and supports available in the community;
- Referring parents and families to community programs;
- Providing parental support for specific concerns;
- Participation in community networks, ensuring they remain knowledgeable about community resources and to develop appropriate referral systems ie. interagency meetings;
- working in partnership with other agencies to develop agreements for coordinating service delivery in the community;
- Plan, develop and implement early learning programs and family support opportunities;
- Managing site budget;
- Monthly reporting and program updates to the MPVL Supervisor.

Qualifications:

- Some post-secondary education preferably in human services and/or early childhood development
- Relevant experience in a similar environment
- Clean Criminal Record Check and Child Welfare screening
- Current first-aid and CPR certification would be an asset
- Clean drivers abstract

Salary Range: \$18.54 - \$22.54 per hour depending on qualifications.

Hours of Work: 24-hours per week. Attendance at evening meetings is a requirement.

Closing Date: 12:00 pm Tuesday May 29, 2017 or until a suitable candidate has been found.

Interested parties can submit their application quoting **Competition 17-006** to:

Stefanie Halfyard
Town of Didsbury, Coordinator of Human Resources
PO Box 790 | Didsbury, Alberta | T0M 0W0
Email: shalfyard@didsbury.ca | Fax: 403.335.9794

For information about the Town of Didsbury, please visit us at www.didsbury.ca.