



Our VISION: A vibrant, joyful child and family community where families connect, share, learn and grow.

Our MISSION: Inspiring families to build caring relationships with each other, our neighbours, and the broader community.
Welcoming families since 1976

Child and Family Settlement Worker

Circles of Care and Connection – Early Years Refugee Program

Mount Pleasant Family Centre Society's Circles of Care and Connection Program provides intensive early childhood and family focused settlement and developmental support to young children (0-6yrs old) who come to Canada as refugees with their parents/caregivers- leading to successful integration into their communities.

The Child and Family Settlement Worker (CFSW) is responsible for assisting families that come to Canada as refugees with children aged 0-6yrs old to access resources and integrate into their neighbourhoods. Based on the assessed needs of clients, the CFSW provides culturally appropriate ECD and family support services. The CFSW plays a key role in creating and monitoring family service and early learning plans.

Responsibilities Include:

Settlement/Family Support

- Build relationships of trust and create and maintain a safe environment for children and their families
- Assess the development of children using a variety of methodologies; develop a culturally appropriate support plan
- Ensure parents understand and are included in the development of the support plan and consent to any referrals made to other professionals
- Assist the family in planning and providing experiences in the home and community which will encourage the growth and development of children 0-6 years' old
- Participate in the collaborative planning and implementation of play-based programs for children and their families (in-house as well as collaborative groups)
- Engage in the development and maintenance of educational materials and resources for home visiting as required
- Provide settlement support on the individual needs of the family
- Introduce the family to community resources and facilitate client access to appropriate and timely services through advocacy, accompaniment, linguistic and cultural interpretation, and support as required
- Assist family with transition from the Circles of Care and Connection program to other services
- Work collaboratively with Family Interpreters to provide culturally appropriate support to families

Community Activities

- Work collaboratively with ECD/family service providers to link and integrate families into existing community based ECD /family support programs

- Provide consultation to daycare centers, school, and community programs where children are also involved
- Liaise with social workers and other professionals to establish systemic and collaborative working relationships, where appropriate
- Participate in family conferences with parents; co-workers and other involved community agency staff regarding progress of individual children

Administration

- Ensure documentation / record keeping required is completed in timely manner and in accordance with program requirements and standards (which may include input / creation of: case notes, incident reporting, minutes of meetings, letter writing, report writing and summaries)
- Participate in evaluation activities as required, which may include implementation of surveys, collection of data, providing success stories.
- Participate in staff and team meetings and staff training sessions as required

Other Duties

- Fulfills other duties as required
- Will be required to participate in Society fundraising events

Qualifications

- Bachelor's Degree in early childhood education, or a combination of relevant education and experience
- Experience working with refugee families
- Experience and working knowledge of child development
- Demonstrated experience in community development and outreach
- Home visiting experience an asset
- Demonstrated ability to work in a team and independently
- Demonstrated group facilitation skills working with multicultural groups
- Excellent oral and written English language skills as well as cross-cultural communication skills
- Additional language (especially Arabic, Dari or Pashto) skills an asset
- Proficient in MS Word, Excel, email, and Internet

Requirements:

- Must be available to work some evenings and weekends
- Valid First Aid Certificate
- Access to a reliable vehicle
- Valid Driver's License and clean driving record
- Must undergo criminal record check

This is a permanent position, full-time 35 hours per week, starting as soon as possible with the possibility of renewal based on future funding. Hourly rate: \$25.54 - benefits after 3 months.

Please forward a cover letter and resume by **4 pm on Thursday, December 8th** to Sanja Sladojevic at **sanja.mpfcs@gmail.com**. Please ensure that Child and Family Settlement Worker is the subject line of your email.

We thank and acknowledge all applicants and will only be contacting those selected for interviews.

****No phone calls please****

MPFCS is an equal opportunity employer, we place a high value on diversity and encourage qualified individuals from all backgrounds and identities to consider applying for the position.