

**SASKATCHEWAN RIVERS PUBLIC SCHOOL DIVISION
Invites applications for the position of:**

Family Resource Centre – Casual Program Worker

In the City of Prince Albert

The Prince Albert Early Years Family Resource Centre (EYFRC) is looking for casual staff. Working under the supervision of the PA EYFRC Program Coordinator, the casual staff will demonstrate skills and experience working with, engaging and supporting families in a respectful and welcoming way. The casual staff will have knowledge about and will deliver information on child development, parenting practices, community supports and services, culturally appropriate practices, and other information as directed by the Program Coordinator to families.

RESPONSIBILITIES:

Under the supervision of the Program Coordinator and working in partnership with other staff members the casual staff member will:

- Support the delivery of programming in the Centre that meets the four pillars that make up the Saskatchewan EYFRC model - early learning, parenting education, family wellness and support and information and referrals
- support a welcoming, inclusive, and learning rich environment in the Centre for both drop-in and scheduled programming
- Facilitate age-appropriate play-based learning and sessions for children and parents that reflect the stages of child development including language skills, creative expression, problem solving, and literacy and numeracy strategies
- Maintain the physical environment, including cleaning and sanitizing of the Centre and equipment as needed
- Provide families with information and linkages or referrals to outside agencies when required
- Support the implementation of special events at the EYFRC for families as required
- Assist with any miscellaneous duties as assigned by the Program Coordinator
- Ability to fulfill any and all other duties as outlined in the job description

CURRENT LOCATION: Prince Albert – Gateway Mall
(with the understanding that you are employed by the Saskatchewan Rivers Public School Division)

POSTING DATE: April 17, 2024

CLOSING DATE: Applications will be accepted on an on-going basis

HOURS OF WORK: Varied hours and frequency (on an “as needed” basis)

SALARY: \$18.00 per hour

Applications can be submitted to:

Human Resources
Saskatchewan Rivers Public School Division
545 – 11th Street East • Prince Albert, Saskatchewan • S6V 1B1
Fax: 306-763-4460
hr@srsd119.ca

Please follow the application procedure as outlined on our website at https://www.srsd119.ca/?page_id=4999

Saskatchewan Rivers Public School Division is an equal opportunity employer. We are committed to creating an inclusive workplace and having a workforce representative of the diverse communities we serve. We welcome diversity and encourage applications from all qualified individuals.