

Bonaparte First Nation

2689A Sage Hill Rd., Hwy 97N, Box 669 Cache Creek, BC V0K 1H0
Tel: (250) 457-9624 Fax: (250) 457-9550



Employment Opportunity

PART-TIME HEAD START WORKER

Position: Head Start Worker

Reports to: Education Director

Terms: Temporary Part Time (six-month appointment) 21 hours per week

Wages: To be determined based on experience, skills and abilities

Start Date: As soon as a suitable candidate is hired

Application Deadline: 4:00 P.M. November 23rd, 2023

The Bonaparte First Nation requires a Head Start Worker to facilitate all early childhood activities relating to the Aboriginal Head Start on Reserve Program(AHSOR).

Knowledge, Skills & Abilities:

- Experience working with children aged birth to six years and families
- First Nations Cultural/Traditional Competency Training is an asset
- Knowledge of the Head Start Program mandates, the six components, ideas of the best practices
- Knowledge of resources available for families
- Excellent communication skills and problem-solving skills
- Ability to work independently or as part of a team
- Willingness for ongoing training
- Flexible for work hours as may require evening program or outreach and family programming

Professional Qualifications Required:

- ECE Diploma/Certificate or Registered in Early Childhood Educator an asset
- Highschool diploma or equivalent

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Other Requirements

- Food Safe (Current- may complete upon hire)
- WHMIS (Current- may complete upon hire)
- First Aid/CPR (Current – may complete upon hire)
- 2 Character Reference Letters (not family)
- Computer Skills (MS Word, Outlook, Excel)
- Bullying and Harassment online training
- Hold a valid driver's license / Drivers Abstract

To Apply:

Please submit your Resume, cover letter to our Human Resource, Department:

Kimberly Pierro hr@bonaparte.band

Deadline to Apply: November 23rd, 2022 no later than 4:00pm

If selected for an interview, you will be asked to provide:

- driving abstract and a copy of your driver's licence

The successful candidate will be required to complete a Criminal Record Check and Vulnerable Sector Check

(Only those candidates short listed for an interview will be contacted)