



Cedar Cottage Neighbourhood House

4065 Victoria Drive, Vancouver, BC V5N 4M9 Tel: 604-874-4231 Fax: 604-874-7169
www.cedarcottage.org

Internal/External Employment Opportunity

Position: Early Years and Family Literacy Development Worker

Cedar Cottage Neighbourhood House is looking for an Early Years and Family Literacy Development Worker to develop and facilitate early literacy initiatives and programs for families with young children, to increase capacity with their literacy goals.

Specific areas of responsibilities include:

1. To engage families with young children to connect and participate in a variety of literacy initiatives.
2. To develop and facilitate early literacy initiatives for families and their young children, so that they are able to increase their foundational literacy skills and knowledge in areas including food and nutrition, healthcare, physical, mental and emotional health, numeracy, reading and writing.
3. To assist with re-establishing the Kensington-Cedar Cottage Literacy Task Group and to offer insight with developing a sustainable literacy plan, with a focus on family literacy.

Qualifications:

- Sound knowledge and understanding of early literacy learning within a community-based context, and experience developing community literacy programs and community partnerships.
- Completion of a college or university program in early and/or adult literacy, early childhood education or community development is preferred.
- Effective group facilitation skills.
- Proven cross-cultural, social justice and inclusion skills, and experience working with families from diverse backgrounds, including vulnerable families.
- Proven ability to work collaboratively in a neighbourhood house setting, to engage with and care about families so that they feel welcome to participate, learn and lead in programs.
- Well-developed interpersonal, verbal and written communication skills.
- Strong computer skills and proficiency in the use of database applications.
- Consent to a Criminal Record Check (CRC).

Please email resumes to: Attention: Director of Early Years and Family Programs
Email: hroperations@cedarcottage.org
Cedar Cottage Neighbourhood House
4065 Victoria Drive, Vancouver, BC V5N 4M9

Closing Date: Open until filled.
Hourly Wage: 21.00/ hour, 30 hours per week (may include some weekends and evenings).
Terms of Employment: This is a contract position, starting as soon as possible and up to March 2020, with the possibility of extension, based on funding. 30 hours per week (on-going). Benefits available after 3 months of employment.

We thank and acknowledge all applicants and will proactively contact those selected for interviews.

Association of Neighbourhood Houses of BC (ANHBC) 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. For more information about Cedar Cottage Neighbourhood House, visit www.cedarcottage.org and for ANHBC, visit www.anhbc.org

ANHBC Member Houses are: Alex NH, Cedar Cottage NH, Frog Hollow NH, Gordon NH, Kitsilano NH, Marpole NH, Mount Pleasant NH, South Vancouver NH and Sasamat Outdoor Center