



Special Needs Leader at Hudson Child Care

(Internal/External)

Kitsilano Neighborhood House & ANHBC

The Association of Neighbourhood Houses BC (ANHBC) builds healthy and engaged neighbourhoods by connecting people and strengthening their capacity to create change.

ANHBC is the legal entity and umbrella organization made up of eight neighbourhood houses, an outdoor camp and central services. We operate more than 300 community-based programs and services for a diversity of participants. At ANHBC, we are committed to Reconciliation, Decolonization and Anti-racism. Together with community, we build strong and supportive relationships at welcoming and inclusive sites throughout Metro Vancouver. To learn more about ANHBC, visit www.anhbc.org

ANHBC is currently seeking qualified candidates who share [ANHBC's values](#) to join our [Kitsilano Neighbourhood House](#) team. Neighbourhood houses are highly collaborative with a strong team framework. The right people for these positions are passionate about community development, social justice, and are values-aligned with our organization.

Kitsilano Neighbourhood House (KNH) serves communities across Vancouver's west side, providing a broad range of programs, services, and support developed to meet the needs and dreams of the community. We are community builders and place makers, connecting people, ideas, and opportunities.

About You

Kitsilano Neighbourhood House is looking for an enthusiastic, mature, dedicated, and effective team member to work in the Hudson School-Age Program with children aged 5-12 years old. Successful candidates will have excellent guiding and caring skills and the ability to work in a diverse, multicultural, and energetic environment.

About the Position

Using a team approach, a Special Needs Leader provides a high-quality, developmentally appropriate, and inclusive Childcare Program for children. Special Needs Leaders performs all of the following duties:

- Ensure that our first priority is the Health and Safety of each child in our centre
- Provide guidance to specific child(ren) with extra support needs and their families

- Co-create curriculum and developmentally appropriate practices for the centre
- Co-create programming with staff team and children that supports and promotes the development of children
- Plan and carry out age appropriate field trips
- Prepare written observations, reports and assessments on each child as required
- Keep accurate attendance records
- Use positive methods of discipline that are child-centered and respectful
- Attend meetings and workshops to develop and discuss new teaching methods
- Interact with children and staff to encourage their involvement in activities
- Ensure a safe environment for the children in our care
- Establish and maintain collaborative relationships with other community service providers working with children
- Establish and maintain good communications with families
- Ensure room is clean and materials are disinfected, furniture is safe for children and any cleaning products or medicines are kept where children cannot get to them
- Work collaboratively with volunteers
- May be required to work in other Kits House childcare programs to ensure continuity of care & ensure licensing regulations are met
- Perform other duties (as needed)

Skills & Qualifications

- Valid Responsible Adult Certification or equivalent, or ability to obtain promptly
- Valid First Aid Certificate, or ability to obtain promptly
- Minimum age 19 years (as per licensing regulations)
- Completed and cleared Criminal Record Check, updated regularly
- Current immunization to B.C. standards
- Strong preference for experience in inclusive group childcare
- Strong preference for training and/or experience specific to school aged childcare practices

Hours & Location

This position is for eight hours a week year-round with the general schedule of 2:00pm-6:00pm on Wednesdays and Fridays. Additional morning and “Long Day” hours may also be available. The successful candidate must work in-person at the Hudson School Age Program at 1530 Maple Street, Vancouver. The current childcare programs at this location are unionized.

Salary & Benefits

\$19.53 or \$21.34 per hour, plus extensive benefits including paid vacation time, paid sick time, and health and welfare benefits, plus the provincial ECE Wage Enhancement (an additional \$6 per hour) for those who qualify.

How to Apply

All qualified individuals who share our values are encouraged to send a cover note and resume to Kelly Han, Director of Childcare at Hudson by Kitsilano Neighbourhood House, email kellyh@kitshouse.org. This posting will be available until the position is filled.

To help us track our recruitment efforts, please indicate in your cover letter where you found this posting. We thank and acknowledge all applicants and will contact those selected for interviews. No phone calls please.

The Association of Neighbourhood Houses BC is an equal opportunity employer. We place a high value on equity, diversity, and inclusion. We encourage individuals who are Indigenous, Black, and People of Colour (IBPOC), individuals with disabilities, and members of the LGBTQIA2S+ communities to consider applying for the position.

We acknowledge that our houses, camp and central services office are situated on the stolen, traditional, ancestral and unceded territories of the Coast Salish people including the Musqueam, Squamish, Semiahmoo, Kwantlen, Tsleil-Waututh, Kwikwetlem, Tsawwassen and Sto:lo Nations.