

Child Development Program Assistant

Full-time, Term Position

The North Grove strives for a staff composition that is diverse and reflective of the community of Dartmouth North. Individuals who identify as Indigenous, African Nova Scotian, Black and/or from other communities that are underrepresented in workplaces, are encouraged to apply and self-identify.

About The North Grove

The North Grove (www.thenorthgrove.ca) is a dynamic community hub, situated in the Dartmouth North community. Our Family and Community Food Centre offer programs, services and space for people to learn and connect through family support, food, and friendship. Our approach is rooted in strengths-based practice. This practice sees all members of our community as having resourceful and resilient qualities and strives to support individual's self-determination. We seek applicants who share our commitment to working within this model.

Term: May 29 – September 3, 2022

Hours: 35 hours/week

Wage: \$18.46/hour

Eligibility: these positions are funded through the Job Creation Partnership program. Eligibility requirements include either having a current or previous EI or CERB claim, OR having worked a certain amount of insurable hours in the past ten years. See details at <https://novascotia.ca/employmentnovascotia/programs/job-creation-partnerships.asp>

Position Description: The Program Assistant will help implement successful outdoor summer camps at The North Grove. The ideal candidate will have a genuine desire to work with young children and their families. They will perform administrative and organizational tasks and assist with other programming as required.

What you'll do:

- Support the planning and facilitation of program sessions;
- Set up the physical space for programming;
- Create program materials;
- Carry out relevant administrative duties;
- Participate in team meetings;
- Interact positively with children and adults with diverse backgrounds and abilities;
- Model positive interactions in program spaces;
- Maintain accurate records of participation;
- Collect participant feedback; and
- Perform other duties that support the program sites, as required.

What you'll bring:

- Creativity
- Organizational skills
- Enthusiasm
- Sense of responsible/Conscientiousness
- Flexibility
- Ability to perform self-directed work
- Non-judgemental approach

Please send cover letter and resume to: Maryann Borg, Child Development Coordinator, at mborg@thenorthgrove.ca by May 10, 2022.