



Victoria Native Friendship Centre  
Internal/External Employment Opportunity – 1 FTE  
**Aboriginal Infant Development Program (AIDP)  
Consultant**



There is a critical importance to this role of a lived understanding of Indigenous communities, history, values and culture, and in keeping with the BC Human Rights Tribunal pursuant to s.42(3) of the Human Rights Code, preference will be given to Indigenous applicants. Please self-identify in your cover letter.

Working as part of the Aboriginal Infant Development Program (AIDP) on South Vancouver Island and reporting directly to the Manager of Infant Development and Parent Support Programs, the AIDP Consultant will work with children and families utilizing a family centered approach in a home visiting program. The AIDP Consultant will be responsible for supporting infant and child development together with the infant/child's family during home visits and work with related professionals and agencies. The Consultant will work independently to maintain a client caseload and provide playgroup facilitation as required. For more information about AIDP please refer to the provincial website [www.aidp.bc.ca](http://www.aidp.bc.ca). For more information about the Victoria Native Friendship Centre please see our website at [www.vnfc.ca](http://www.vnfc.ca).

**DUTIES:** including but not limited to, others may be assigned

- Attend home visits with families of children aged infancy to preschool and assess child development, plan programming with parents that stimulates and enhances optimal development, monitor progress and provide support.
- Candidate demonstrates knowledge of Indigenous Cultures and supports traditional teachings and practices appropriate to a family system.
- Administer developmental assessments, provide recommendations, write reports and make appropriate referrals to other resources when appropriate.
- Discuss with parents the typical range of child growth and development and provide the necessary support to develop effective and caring parenting skills.
- Act as a resource person to parents and caregivers related to appropriate cultural parenting practices.
- Make appropriate referrals for further assessment and or other supports as needed.
- Keep accurate client records and submit monthly stats to AIDP program supervisor as required.
- Maintain professional development through ongoing AIDP and IDP in-service education.
- Work collaboratively within a multi-disciplinary team and network with other resources to promote holistic health and wellness within the family system and environment.
- Must have the physical capability to lift program equipment, toys and supplies for program delivery in the various communities.
- Due to physical requirements of the work, the incumbent must spend a major portion of the work day standing, walking, and/or sitting as well as possible bending and stretching.
- Work as part of a Team to host evening family and cultural events as planned.

**KNOWLEDGE, SKILLS AND QUALIFICATIONS:**

- This position is outreach work and the candidate must have reliable transportation, hold a valid driver's license and have a clean driving record. (Recent driver's abstract to be submitted)
- Possess Infant Development certificate or diploma, CYC or FNCYC education, ECE training or equivalent. If the candidate does not have an Infant Development certificate or diploma, he or she must be willing to work toward gaining this qualification.
- Minimum of 3 years' experience in infant development or related field and work, or willingness to enter position at an entry level for a period of time.
- Must be able to work independently, be reliable and self-motivated.
- Must relate well with families, co-workers, other professionals.
- Must be able and willing to work in partnership with other programs and resources.
- Must be prepared to act as a role model for healthy lifestyle choices and demonstrate respect for people of all ages.
- Must maintain professional standards and maintain confidentiality to families.
- Must provide a clear vulnerable sector Criminal record check (within 6 months) (form can be located at <http://www.pssg.gov.bc.ca/criminal-records-review/>)

**WAGE RANGE:** \$22.61 – 23.61 per hour (BCGEU #301)  
**HOURS:** 35 hours/week; (weekend hours may occur due to training opportunities)  
**TERM:** Fiscal funding  
**COMMENCES:** Immediately

**Please submit your resume and cover letter attention to:**

**Hiring Committee**  
*(by mail / fax / email to [admin@vnfc.ca](mailto:admin@vnfc.ca) or in person)*

**No phone calls please, only those selected for interviews will be contacted.**  
**An eligibility list will be established.**

**Closes: Open Until Filled**

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