



**Parent Support Services  
Society of BC**

Job Posting: **Parenting Program Coordinator (Indigenous Communities)**, Lower Mainland  
**Full-time position (35 hours per week)**

**Parent Support Services Society of BC (PSS)** is a provincial NGO promoting community development and a participatory approach through our self-help parenting support circles. PSS strives to empower individuals and groups of people with the skills they need to affect change and improve parenting practice. The Program Coordinator is a community developer who understands both how to work with individuals and how to affect communities' positions within the context of a larger social institutions.

PSS trains volunteer parenting group facilitators, develops and disseminates parenting resource material, provides community education, carries out research on emerging parenting issues and operates a kinship care support line.

**SCOPE OF WORK:**

The Program Coordinator will establish and sustain Parent Support Circles for/with Indigenous families in the Lower Mainland by working closely with relevant community partners, and Lower Mainland Indigenous families to:

- Strengthen community relationships to launch Indigenous Parent Support Circles, including the creation of a Steering Committee, community partners to host programs, and volunteer facilitators
- Establish and maintain Indigenous Parent Support Circles in Metro Vancouver

**REQUIREMENTS:**

- Excellent judgement with good written and oral communication skills
- Deep understanding of Indigenous cultures and history in BC through lived experience and connectedness to Indigenous Communities and organisations
- Deep appreciation of issues affecting Indigenous families in BC
- Knowledge of effective parenting practices within diverse Indigenous communities
- Deep understanding of the generational effects of colonialism of indigenous families/communities
- Established or an ability to become an effective interviewer, facilitator, supporter for Indigenous families and volunteers
- Good organizational time management, resourcefulness and software and social media skills
- Knowledge and understanding of facilitation, group process, self-help philosophy, marketing and promotion appropriate for diverse Indigenous communities in the Lower Mainland.
- Proven ability to work independently, and as part of a team
- Able to work evenings, weekends and occasional out-of-town overnight meetings 2 times a year (max 3 nights at a time)
- Knowledge of community development values and principles, community organizing and the non-profit sector (desirable)
- Degree in, Social Work, Childcare, Indigenous/First Nations Studies (desirable) or equivalent training / lived experience
- Valid driver's license and access to a reliable vehicle (desirable and mandatory within one year)
- Knowledge of the non-profit /volunteer sector (desirable)
- Experience in volunteer recruitment, training and support (desirable)
- Knowledge of kinship care and related legislation, resources and benefits (desired)

PSS is committed to "recruit and develop a well-qualified and efficient organization that is representative of the diversity of the people of British Columbia". PSS is committed to the Calls to Action of the Truth and Reconciliation Commission. To support employment equity and diversity in the workplace, we welcome applications from women, men, persons with disabilities, persons of diverse sexual orientation, gender identity or expression. Indigenous applicants are highly encouraged to apply.

**Closing Date:** August 09/2019 at 12 noon. Applications will be accepted by email and **must include cover letter, resume, and contact info of 3 references. Please put, Program Coordinator-Lower Mainland Indigenous Communities, in the subject line. Attn: ED** Email: [hr@parentsupportbc.ca](mailto:hr@parentsupportbc.ca)

- Only applications selected for an interview will be contacted. We thank you in advance for your interest in the position.