



Internal/External Posting Program Worker, Children's Programs

Contract Full Time Position: 35 hours per week
Contract Period: January 2021 to September 2021
(8 months maternity leave coverage)
Salary Range: \$22.20 per hour to \$26.64 per hour

LAMP Community Health Centre is a multi-service, community based charitable organization that provides a wide range of programs and services to improve a person's health. LAMP uses a co-ordinated approach to connect people to medical services and other programs that build personal resources. By providing services that improve physical, emotional, social and economic well-being, people can better control their health and environment.

Job Summary

Under the supervision of the Manager, Children's Programs and working within the overall objectives of the program, the Early Years Program Worker supports the healthy development of families in Etobicoke Lakeshore through evidence-based programming that addresses the determinants of health and uses family support principals and practice.

The incumbent will ensure that all organizational policies are followed.

Primary Responsibilities

- Build positive relationships with families and a welcoming, non-judgmental, safe, and healthy program environment.
- Plan and implement in-person and virtual activities in all areas of child development for children 0 to 6.
- Promote the development of social support networks among parents, caregivers and children.
- Help the families understand healthy child development and provide information on a variety of parenting topics, making appropriate referrals as required.
- Assist volunteers and students in achieving personal goals and developing new skills.
- Maintain set up and organization of room including daily sanitization of toys and equipment.
- Participate in program evaluation and maintain records, statistics and record of daily events for internal purposes.
- Take on assigned other tasks.

Required Qualifications

- Early Childhood Education Degree or Diploma; Social Services Worker Diploma or equivalent.
- One to three years' experience working with families and children 0 - 6 from diverse backgrounds.
- Ability to plan and implement program activities for families of children 0 - 6, incorporating emerging and current best practice in the field.
- Understanding of child development, family support principles, health promotion principles.
- Experience using social media platforms (ex. Facebook) and working knowledge of video conferencing platforms (ex. Zoom, Facebook Live) for virtual programming.
- Experience editing and uploading videos to different platforms.
- Ability to be empathetic and build positive relationships with families.
- Excellent interpersonal skills necessary to work effectively across all levels of the organization's diverse workforce.
- Excellent communication skills, both verbal and written, with the ability to clearly convey information and ideas.
- Positive attitude and dependable with strong initiative and the ability to work both independently and in a team oriented atmosphere.
- Demonstrated ability to be empathetic and commitment to self-development.
- Understands Anti-Oppression, Harm Reduction; LGBT foundational principles.
- Current First Aid and CPR certification is a requirement and must be kept current.
- Valid driver's license.
- Open minded, eager and willing to constantly learn and improve oneself.
- Knowledge of LAMP Community Health Centre, the South Etobicoke community, and/or a second language that is reflective of the community being served are all preferable assets.

Proficiency in the Following Computer Skills

- Solid working knowledge and ability to navigate a PC windows environment, including shared drives.
- Strong skills and experience using Microsoft applications (Word, Outlook, Excel, PowerPoint & Publisher).
- Strong skills and ability to easily navigate the internet/intranet environment.
- Experience and accuracy using database applications (i.e. Electronic Health Records – Purkinje & Nightingale, funder databases, etc.)
- Ability to learn new software quickly and willingness to continuously develop technology skills.

Working Conditions

- Required to work some evenings and weekends.
- Job locations vary and the job requires travelling to multiple locations.
- Must be willing and able to drive the LAMP van.
- Ability to effectively understand the appreciation of guiding fundamentals at LAMP and be able to model them, i.e. Health Promotion, Anti-Oppression; Harm Reduction and the principles of community-based practice.
“Walk the talk.”

- There is an expectation for all employees to participate in two events per year for the agency; these events may be during the evening or on a weekend.

Physical Requirements

- Occasional data entry, with occasional periods of time sitting stationary in front of a monitor while keyboarding.
- Ability to balance all job requirements in a busy atmosphere, including responding promptly to all communication.
- This position involves getting down to a child's level (i.e. sitting on the floor, sitting in a small chair, etc.)
- Frequent standing and sitting for extended periods of time, and frequent lifting may be required to routinely carry children's play equipment.
- Demonstrates good and safe work habits, and maintains a clean working environment.
- Ensures that staff and clients are compliant with LAMP's Health & Safety regulations and LAMP's policies and procedures, including the immediate reporting of any breaches of Health & Safety or Environmental incidents, accidents or concerns to their respective manager/supervisor and/or the Director, Human Resources.

As part of our mandate for inclusivity, reasonable accommodations can be made for all incumbents to perform the described physical functions of the aforementioned job.

LAMP Community Health Centre is dedicated to achieving a workforce that reflects the diversity of the community it serves and encourages applications from equity seeking groups.

Please send your resume with a cover letter to **Human Resources:**

Email Address	recruiting@lampchc.org
Subject	Job Opening for Program Worker, Children's Programs
Internal Deadline	5:00 pm on Thursday January 14, 2021
External Deadline	5:00 pm on Thursday January 21, 2021

*We thank all applicants for their interest.
However, only those selected for interviews will be contacted.
No phone calls please.*