



Pacekids Programs is family focused and strives for excellence in the therapy, education and family empowerment of children with special needs.

## CAREER OPPORTUNITY

### Part Time Child Development Assistant

Pacekids Programs is currently looking for part time Child Development Assistants to work in Pacekids' North (808, 55 Avenue NE) or South (23 Sunpark Dr. SE ) Early Childhood Services program from 8:45am-11:45am Monday through Friday. This is a permanent contract position for the 2018/2019 school year (September to June). Applicants must be able to transport children to and from school daily using their personal vehicle. Individuals looking for additional hours may have the opportunity to work afternoons in the FSCD Home Program (dependent on family availability).

Do you care about children with special needs, and have the experience and compassion we're looking for in our team? Pacekids offers the challenge and reward of working in an integrated, child, and family, focused environment – a setting that recognizes and appreciates your contribution and gives you the satisfaction of making a real difference.

Pacekids Programs offers a variety of programs to children in the Calgary area, including our Early Childhood Services (ECS) Preschool and Kindergarten programs funded by Alberta Learning, and programs funded through Family Support for Children with Disabilities (FSCD) including Specialized Services and Developmental Behavioral Aide.

#### RESPONSIBILITIES

- Pacekids ECS program is a play based program, and encourages staff to work on children's goals through play, within a naturalistic environment
- The CDA will work with the teachers and therapy team to support the children in the classroom environment while targeting individual goals outlined in the children's Individual Program Plan (IPP)
- To be knowledgeable about child development and special needs
- To be organized and prepared to assist with classroom organization, cleaning and activity prep
- To support the development of daily living skills which may include:
  - Feeding, dressing, toileting
  - Encouraging independent and supported play
  - Utilizing adaptive equipment to promote mobility and independence
  - Facilitating the development of communication skills, which may include the use of assistive technology, sign language or picture symbols
- To provide transportation to one or more children in your own vehicle (CDAs can expense mileage and are paid for drive time while transporting children)





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#### REQUIREMENTS

- High School Diploma
- Current Alberta driver's license with ability to get Class 4 license
- Must have access to a reliable and well maintained vehicle that can transport a minimum of two children
- Clean driver's abstract and liability insurance coverage of a minimum of \$2 Million
- Current Standard First Aid and CPR-Level C certification (can be obtained upon hire within a designated time frame)
- Police Clearance and Vulnerable Sector check, and ability to pass Child Welfare Intervention check. All must be current within the last 6 months.
- Proficiency in the English language, both written and verbal
- Experience working with children with special needs
- Excellent interpersonal skills to work effectively with children, families and staff
- CDAs will work in the center, but may have a home or community setting component
- Must be able to lift 50 pounds and move quickly in response to a child
- Must be able to work at the child's level. This requires, but is not limited to: bending, sitting on the floor and sitting on a stool

#### CONTACT

Please direct your resume & cover letter to:

Kyra Grocutt, Human Resources Assistant at [cdajobs@pacekids.ca](mailto:cdajobs@pacekids.ca)

Subject Line: 2018/19 School Year.

*Pacekids Programs understands the importance of the right person for the right job, and appreciates a diverse workforce. Pacekids Programs encourages all candidates with the required qualifications to apply for this position, and is committed to working collaboratively on determining appropriate accommodations.*

