

## **Parent Coach (The Early Years)**

St. Albert Family Resource Centre is currently seeking an individual to fill a full-time position as a Parent Coach (Early Years) for our Family Support Program. The Family Support program offer families support and encouragement while their children are growing through every stage of development. We provide mentorship by empowering parents to face their challenges by building on their strengths, providing them with positive parenting strategies and connecting them with community resources.

### **Responsibilities:**

The Parent Coach will possess a wide variety of skills, experience and knowledge including: one to one counseling, small group and workshop facilitation, working with clients of all ages and backgrounds, personal mentoring and goal setting, and knowledge of local resource and agencies. The Parent Coach will be innovative in connecting with and mentoring parents on a short and long term basis through a multitude of avenues.

The Parent Coach will provide the following services:

- Individual and family assessment
- Case management including advocacy and monitoring
- Facilitate training and program development and delivery
- Work on a one-to-one basis or group with clients
- Keep accurate records, administer surveys and develop outcomes and measurement techniques.
- Work with other service agencies to ensure that the needs of individuals are being met.

### **Qualifications:**

- Human Services degree or diploma
- Strong knowledge of early childhood development and family dynamics
- Direct experience working with families from diverse cultural and socio-economic backgrounds
- Strong interpersonal skills with good oral and written communication. A second language is an asset.
- Trained in Triple P Parenting, Parents as Teachers or Circle of Security is desirable
- Experience in program development and group facilitation
- Proficient in the use of computers including ability to document in a data base and with Microsoft Office
- Strong organizational skills to meet deadlines
- Current Police Information Check, Child Intervention Record Check and First Aid Certificate
- Valid driver's license and a reliable vehicle

### **Salary & Benefits**

- Salary plus monthly auto allowance
- Paid sick days after 6 months' probation
- Extended Health Benefit (50/50 cost sharing) after 6 months' employment
- Two weeks paid holidays at Christmas

### **Start Date**

This position is to start as soon as possible. The competition will remain open until filled.

### **Please send resume and cover letter to:**

[fspmqr@stalbertfrc.ca](mailto:fspmqr@stalbertfrc.ca)

Attention: Maureen Ligtoet

St. Albert Family Resource Centre would like to thank all applicants for their interest; however, only those under consideration will be selected for interviews.