



Employment Opportunity CO-LEADER FOR STORY TIME AT CEDAR COTTAGE

Pacific Immigrant Resources Society (PIRS) is a non-profit organization that provides programs for immigrant & refugee women and their young children. We are looking for a Co-leader for our Story Time Program. This is a part time post of (2.5) hours per week. The salary scale starts at \$17.23 per hour.

Key Responsibilities:

- Create a welcoming, positive and supportive environment for program participants
- Co-lead the group, i.e., model techniques for developing literacy skills for participants with selected rhymes, songs, stories and other activities
- Evaluate the participants' needs and progress on an ongoing basis and adjust plans and activities accordingly
- Participate in meetings with the other Co-Leader to plan the program, i.e. to choose, practice and learn appropriate stories, rhymes and songs to teach and model for the participants
- Promote the development of friendship, support and cross cultural sharing among participants
- Liaise with other community programs and PIRS administrative staff as required
- Provide other community resources and services for the participants and their children

Shared Duties:

- Arrive at program site before participants to set-up and meet & greet, remain after to clean up and secure equipment & supplies
- Follow up between sessions with absent families
- Maintain & submit registration, attendance & questionnaire forms
- Purchase classroom supplies and materials

Desired Qualifications:

- Early Childhood Education (current license to practice) and Parent-Child Mother Goose training
- Strong planning, organizational, leadership and communication skills
- Ability to co-facilitate an appropriate program of songs, rhymes and stories for ESL participants and their children (0 to 6 years)
- Training and experience in a variety of storytelling and language development techniques
- Willingness to learn new stories, rhymes, songs and ability to sing in tune
- Ability to work in a team setting and to share in a leadership role
- Sensitivity to and understanding of the needs of immigrant women and their families
- Basic Computer Skills: Microsoft Office, internet and email
- Special Needs License to Practice an asset
- Second language is an asset
- Attitudes and values in keeping with the goals and philosophies of PIRS

Please send resume and cover letter outlining relevant experience to:

Pacific Immigrant Resources Society
1874 Kingsway, Vancouver, BC V5N 2S7
Fax to 604-298-5888 | email to: aWilbur@pirs.bc.ca
DEADLINE FOR APPLICATIONS: **August 3rd 2015**

PIRS thanks all applicants. Only those shortlisted for interview will be contacted.



PACIFIC IMMIGRANT RESOURCES SOCIETY

1874 Kingsway, Vancouver BC V5N 2S7

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