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Community Services Assistant 2 – Inclusion and Support Worker (RPT)

As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation.

*City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. **Build a City. Build a Future at the City of Surrey.***

SCOPE

City of Surrey's Accessibility and Inclusion team is looking for an enthusiastic and supportive Inclusion and Support Worker who has a passion for creating a welcoming and inclusive environment for children of all abilities. The main responsibility of the position will be providing one to one support for children ages 3-12 with disabilities.

This position is best suited to energetic, creative individuals who enjoy working in a dynamic, fast paced environment. Excellent customer service, communication, and organizational skills are required. A demonstrated passion for promoting and encouraging inclusion and providing support is essential. Creativity and ability to work both independently and part of a team are inherent to the position.

EMPLOYMENT STATUS

Union – CUPE Local 402 - Regular Part-Time

RESPONSIBILITIES

This is community service work of moderate complexity. Under supervision, the Inclusion and Support Worker is responsible for providing support for a specified child and collaborates with the classroom Early Childhood Educator to plan, carry out and evaluate developmentally appropriate activities and experiences that promotes development and learning. Some independent judgment and discretion is exercised within existing guidelines, policies and procedures.

- Collaborates with the classroom ECE to plan, carry out and evaluate developmentally appropriate activities and experiences for the specified child that promotes development and learning.
- Provides one-to-one support and adapts and modifies activities as needed.
- Participates in development of early childhood education related programs and services and evaluates and recommends changes where necessary.
- Provides short and long term goal planning and evaluation of the child specific programs offered.
- Attends to the children's physical needs.
- Integrates curriculum, learning and assessment to support learning of students.
- Provides information and advice to the public regarding programs and facilities.

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- Promotes interest and participation in program activities.
- Establishes and maintains effective working relationships with staff and external groups.
- Observes and removes potential hazards either in the room, outside or throughout the premises ensuring a healthy, safe and barrier-free environment.
- Handles administrative details related to the work.
- Prepares and maintains a variety of records related to the work.
- Assists other staff in performing their duties.
- Performs related duties as required.
- Attend monthly team meetings.

QUALIFICATIONS

Community Services Assistant 2 – Inclusion and Support Worker will have:

- Completion of Grade 10 supplemented by 6 months of experience in community service work or an equivalent acceptable combination of training and experience.
- A current Emergency First Aid and CPR certification.
- At least 6 months of experience working with children with disabilities aged 3-12 in a recreational, childcare or educational environment (asset).
- Ability to work independently and as part of a team.
- Excellent communication skills – both verbal and written.
- Education Assistant diploma or Special Needs Early Childhood Education license (asset).

Applicants under consideration will be required to consent to a Police Information Check and a Vulnerable Sector Check.

Apply

If you are interested in this opportunity, please apply at <https://www.surrey.ca/about-surrey/jobs-careers> to Job ID 5100.

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