Program Support Worker - Supported Child Development

Location: Squamish
Hours of Work: 20 hrs/wk; days and times vary.
Nature of position: Temporary, Part-Time
Compensation: $27.53

Position posted on: September 28, 2026
Start date: As soon as possible
End date: August 1, 2027

ABOUT SSCS:
Founded in 1978, Sea to Sky Community Services (SSCS) is a leading social service provider in BC's Sea to Sky Corridor. We operate within a large geographical area - from Mount Currie to Britannia Beach. We offer 41 programs and services that support and enhance the lives of residents through all ages and stages of life. We help create healthy, connected and diverse communities where everyone can grow, develop and lead meaningful lives.

SSCS is an equal opportunity employer. We are committed to complying with all applicable laws prohibiting discrimination based on race, sex, creed, religion, marital status, age, national origin or ancestry, citizenship, physical or mental disability, medical condition, sexual orientation, political belief, status as a veteran, or any other consideration made unlawful by provincial, federal, or local laws.

Contribution:
The program support worker is responsible for implementing the team based Supported Development program goals with direction from the Supported Child Development Consultant and the centre supervisor, in accordance with the goals and philosophies of the particular childcare setting(s). The work involves planning and carrying out, in conjunction with the other staff and professionals, activities to promote social and personal developmental of children who require extra support and liaising with family.

Qualifications:
1. ECE certificate and/or childcare related training. Equivalent courses and education could be considered in some circumstances.
2. One or more completed post-basic courses in special needs education or equivalent workshops in child development and disabilities.
3. Minimum two years experience working with children.
4. Valid First Aid Certificate.
5. Certain positions may require a valid driver's license.

Job skills and abilities:
1. Strongly demonstrated interpersonal and communications skills.
2. Demonstrated ability to work well within a team setting, be well organized, flexible and able to adapt easily to new situations.
3. Demonstrated understanding and practice of family centred care.

4. Considerable knowledge of the needs of children with behavioural and/or developmental difficulties.
5. Experience adapting and modifying childcare environments, routines, activities and materials to ensure maximum participation for all children.

Responsibilities:

A. Children and Families:
   1. Assist in planning, implementing and maintaining developmentally appropriate activities that meet the needs of each child in all areas of development within an inclusive setting.
   2. Conduct activities with children on an individual and group basis that promotes emotional growth.
   3. Assist children with equipment or activities for daily living, i.e. diapering, application of splints, etc.
   4. Implement and follow appropriate behaviour management programs when necessary, demonstrating patience and consistency.
   5. Value and respect each parent's ideals, culture, concerns, and additional needs.

B. Child Care Settings:
   1. Help provide support for staff in other programs with direction from the Supported Child Development Manager, i.e. resources, suggestions, techniques, etc. to enable them to implement strategies from supported childcare in their programs.
   2. Show a commitment for a team approach toward inclusion, therefore assisting staff in day-to-day operation of the programs, while complementing the required staff/child ratio.
   3. Help with other centre duties when appropriate, as directed by the Supported Child Development Manager and/or Centre Supervisor. These duties may include housekeeping tasks, documentation, meetings, etc.

C. Program:
   1. Attend planning and progress meetings to assess individual child's goals and plans and attend staff meetings to discuss program plans and goals.
   2. Participate in parent/professional conferences as required.
   3. Communicate with the Supported Child Development Consultant/Centre Supervisor on a regular basis regarding the progress of each child receiving support.
   4. Maintain documentation as outlined in the Program Operating Manual.
   5. Help gather supported childcare resources and store them appropriately.
   6. Pursue ongoing professional development through attendance at courses or caregivers.
   7. Other related duties as required.

Requirements:

1. Criminal Record Review.
2. Signed confidentiality form.
3. Approved reference check.

Benefits and Perks:

Healthcare: We offer an extended health program through Group Health that covers MSP premiums, dental, vision, prescription medication, select alternative therapies, life insurance, and long-term disability. We also have an Employee and Family Assistance program. The premiums of the plan are 100% paid by the employer.

Vacation & Leave: Employees accumulate 6% vacation pay on all hours worked in the first and second year of employment. After the first two years of employment, they earn one additional day of vacation per year of service, to a maximum of 35 workdays.

Retirement Pension: When eligible, an employee will be enrolled in the Municipal Pension Plan with a matching contribution by SSCS.

Other Perks: Casual dress, employee events, on-site parking, paid sick days, and more.

Compensation: As per the BCGEU Collective Agreement, the wage is $27.53 per hour.

Apply today: jobs@sscs.ca