

## Job Posting

# Family Resource Worker

Permanent Full-Time  
35 hours/per week, (days, evenings and weekends)  
Starting salary: \$26.50/hour  
Anticipated Start Date: March 2025  
Location: Espanola and surrounding areas

Our Children, Our Future/Nos enfants, notre avenir – a non-profit charitable organization that works with children and families is seeking an experienced and dynamic individual who will work collaboratively with an interdisciplinary team.

### Responsibilities:

The Family Resource Worker (FRW) is responsible for the day-to-day operation of the EarlyON Child & Family Centre to include programs and services and community development activities. Reporting to the Director of Family Services, the FRW will plan, develop, and deliver family-centred early learning programs. The FRW promotes programs and community partnerships and development; responds to individual and community requests for service and support; ensures up-to-date knowledge of community resources; participates in meetings within the organization and with community partners as directed.

### Qualifications:

- Must possess or be willing to obtain completion of an Early Childhood Education diploma;
- Knowledge or experience in a social work environment would be an asset;
- Experience working with young children and parents around issues relating to poverty is an asset;
- Knowledge of human & early childhood development, parenting skills and pre & post natal care;
- Ability to self-start, work independently and within a team;
- Excellent problem-solving skills;
- Excellent oral and written communication skills;
- Bilingualism (French and English) is an asset;
- Ability to work in a computerized environment; excellent knowledge of Microsoft Office programs, Facebook, YouTube, social media best practices and video editing tools;
- Ability to work with confidential information;
- Ability to lift and carry up to 16 kilograms (40 pounds);
- Holder of a valid “G” Ontario driver’s license, Driver’s Abstract, and access to a reliable vehicle;
- Holder of a valid First Aid & CPR Level C certificate;
- Ability to produce a clean Vulnerable Sector Criminal Record Check.

### How to Apply:

Please submit your cover letter and your resume by **Friday, February 14, 2025 at 4pm.**

Email: [Jessica.Conlon@ocof.net](mailto:Jessica.Conlon@ocof.net)

We wish to thank all applicants for their interest but advise that only those candidates selected for an interview will be contacted. Our Children, Our Future/Nos enfants, notre avenir is an equal opportunity employer. Accommodation is available for applicants selected for an interview.