



INTERNAL/EXTERNAL JOB POSTING

StrongStart Facilitator

Trail FAIR Society has openings to join the Family and Seniors Services Team and is accepting applications for a **StrongStart Facilitator**. This position will commence September 8, 2026.

WHY JOIN THE FAIR TEAM?

We strive to attract, retain and motivate talented people to attain our vision of strengthening communities by providing customized tools and resources to overcome individual obstacles and family challenges. FAIR offers many opportunities for growth and advancement within the agency. Our total compensation plan includes a benefits package that represents our commitment to employee health and wellness and includes (as applicable per FAIR policy and plan rules):

- paid vacation leave
- paid sick leave (at 100%)
- paid birthday hours off in the month of your birthday
- compressed work week upon approval
- Municipal Pension Plan
- Extended Health and Welfare benefits

StrongStart Facilitator: This position is 22 hours per week. The program location is Fruitvale Elementary School (1867 Columbia Gardens Road) and program hours are: Monday to Friday from 8 am to 12 pm plus 2 hours of planning time per week. This program follows the SD#20 School calendar and is closed during Christmas Spring and Summer break as well as ProD days.

Remuneration is at FAIR Wage Grid 12. For new FAIR employees, Step 1 of the Grid is \$30.05 per hour plus benefits as per FAIR policy. This position reports to the Manager of Family and Seniors Services. This position is in-person, non-virtual.

Job Summary

StrongStart is a free, drop-in, school based early learning program for children aged 0 – 5 and their parent, grandparent or caregiver. The Program Coordinator will be responsible for facilitating the program:

- Welcoming new parents/caregivers and explaining the program
- Providing inter-active, play-based learning activities
- Modeling positive discipline and a style of interactive engagement with children that encourages natural learning
- Providing a healthy snack
- Room clean-up at the end of the session



TRAIL FAMILY AND INDIVIDUAL RESOURCE CENTRE SOCIETY

WORKING WITH FAMILIES FOR A STRONG COMMUNITY

2079 COLUMBIA AVENUE TRAIL BC V1R 1K7 PHONE: 250-364-2326

www.trailfair.ca

The successful candidate will also be responsible for Program Coordination duties:

- Planning and preparing for sessions
- Narrative and statistical reports as required by funder and agency
- Responsibility for program budget
- Ensuring program files are properly maintained
- Liaise with SD 20 as needed.

Qualifications

Education and Experience:

- Diploma in Early Childhood Education plus a license to practice
- Experience working with pre-school children in a group setting
- Excellent communication skills with young children and adults
- Experience with coordination (budgeting, planning, etc)
- Ability to effectively model positive behaviour for parents and other caregivers
- Ability to deal with challenging behaviour (in both children and adults) in a calm, warm and effective manner
- A current First Aid Certificate

Applicants should submit a cover letter and resume to Kristine Forbes, Executive Director, by email at: kforbes@trailfair.ca by Friday July 24, 2026 at 4:30pm

Note: All positions at Trail FAIR are subject to satisfactory clearance results from the *Provincial Ministry of Justice Security Programs Division Criminal Records Review Program*