



*child*REACH

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Strive Professional Learning Specialist

[Strive](#) is a collaborative, community driven organization that supports the professional growth and development of early years professionals across London, Middlesex, Elgin, and Oxford with a goal to build capacity within the sector and enhance service provision for children and families. Since 2014, Strive has been meeting to discuss and consider how to enhance a collaborative approach to quality child care and professional learning across all early years and child care programs. Our community is interested in a process that supports reflection and sustainable evolution rather than a prescribed method to measure.

Strive leverages administrative support from a backbone organization; [Childreach](#), and takes all organizational initiatives to the membership for endorsement.

Position Summary:

Working with the Strive Team, you will demonstrate leadership and innovation in advancing a visionary approach to capacity building through professional learning. You will support strategies for multi-method and multi-modal learning opportunities (including Strive's Podcast) that will shape the abilities, attitudes, and motivations of early years professionals.

The Strive Professional Learning Specialist position will be a full-time, contract position based on 35-hours a week and will be employed by Childreach and managed by the Strive Manager. This position will be contracted until December 20th, 2024, with possibility for renewal so long as funding is available.

Duties and Responsibilities:

- Assist in researching potential facilitators and session topics;
- Participate in Professional Learning Committee endorsement processes and discussions;
- Assist in ensuring professional learning events support and connect with Ontario's pedagogical approach to the early years, are responsive to community needs, and align with Strive's Guiding Principles;
- Be a key contact for child care and early years providers, facilitators, venues, catering, etc.;
- Creating events on website, Universe and developing flyers;
- Work collaboratively with Marketing and Communications Specialist to promote events;
- Support registration through customer service inquiries, event reminders, troubleshooting and technology set up;
- Provide on-site/on-line support at professional learning events (including, but not limited to, preparing materials and handouts, set up, participant check-in, technical support, facilitator introductions, facilitator and venue appreciation, photos, etc.);
- Support post-session follow up with participants, facilitators, venues and strive online;

- Collaborating with Professional Learning Committee and Strive team to develop content for Strive Online;
- Host podcast episodes as needed
- Support additional requirements of large events as needed; and
- Other duties as assigned.

Team Responsibilities:

- Support Strive’s Strategic Plan approach to build connections and improve coordination between resources in the early childhood education and care sector and governing structures;
- Represent Strive at community and committee meetings and network opportunities;
- Representing Strive as Host at professional learning events as determined by Strive Team;
- Work collaboratively with the Strive Manager on special projects;
- Other duties as assigned to support the work of Strive; and
- Participate in meaningful professional learning opportunities as related to personal professional goals, growth and organizational direction.

Qualifications:

Bilingual French and English an asset

Education

- Bachelor of Early Childhood Education, Bachelor of Early Childhood Leadership preferred
- And/or Early Childhood Education Diploma

Licenses and Certificate

- Registration with the College of Early Childhood Educators and a member in good standing
- Current criminal reference check
- Valid first aid/CPR
- Valid G driver’s license or reliable transportation for traveling

Skill Requirements:

- Demonstrated understanding of the local child care and early years system, Ministry of Education directives, and Provincial frameworks;
- Understanding of various approaches to support questioning, researching and reflection;
- Demonstrated organizational, prioritization, analytical and research skills;
- Proficiency with Microsoft Office, social media platforms and other digital communication strategies; working knowledge of Zoom an asset;
- Excellent facilitation, presentation, and public speaking skills; and
- Exceptional interpersonal, engagement and coordination skills.

Terms and Conditions:

- 35 hours/week

- Flexibility is required to meet the needs of the scheduling. Work hours will include some weekends and evenings. Some travel to neighbouring municipalities is required.
- This position may be a hybrid between the office at Childreach and Work from Home approach

Salary Range:

- \$40,000 to \$50,000 annually
- Vacation and benefits as per human resources policy

Accountability:

Impact of the Job:

The reputation of Strive and Childreach will be greatly enhanced by the personal qualities and high professional standards of the incumbent.

Confidentiality:

Strict confidentiality will be observed regarding personnel issues, agency planning, and client confidentiality. An oath of confidentiality will be signed and breach of this oath will result in immediate dismissal for cause.

Childreach welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

If interested and qualified, please email Kayla Bartlett, Interim Project Manager, at kayla@striveswo.ca with a cover letter and resume by **May 6th, 2024**.

Only applicants chosen to proceed in the hiring process will be contacted.