



Early Years Family Navigator Part-Time

Port Hardy and North Island
Port Hardy

Tuesday March 31, 2026

\$26 - \$30/ hour

Company: North Island Crisis & Counselling Centre

Website: <https://nicccs.org>

Industry: Social Services

Remote/Camp Based Job: No

How to apply:

Please email resume and cover letter to: (Subject Line should read: EYFN Resume)
Nicki Ranger, Executive Director 7095 Beverley Parnham Way; Box 2446 Port
Hardy, BC V0N 2P0 (250) 949-8333 nickir@nicccs.org | www.nicccs.org

Expiry Date:

Tuesday, April 14, 2026

Details:

The Early Year Navigator will enhance service provision, provide advocacy, and improve accountability through a family-centered approach that focuses on meeting the need of both children and their families by assisting families to access and coordinate services, provide resources and education in partnership with existing services within the North Island. The Early Years Navigator will be the first point of contact for families, and as such this is an outreach program. This position will also facilitate groups geared toward child play, parenting support and education. This position is permanent part time at 15 hours per week. KEY DUTIES AND RESPONSIBILITIES 1. Assist families to access supports & participate in planning; 2. Provide one-on-one advocacy, resources, and education for families with young children. 3. Assist families to address questions, access community, provincial and federal services. 4. Liaise between community, families and external professionals; connect families with early intervention services such as IDP, SCDP and the Complex Development Keyworker. 5. Assist families to attend non child care learning programs, such as Strong Start or community based playgroups provided by IDP or AIDP. 6. Connect families with emotional support services as and when needed. 7. Offers parent education and support programs and/or groups that the encourages development of these programs throughout the community. 8. Assists parents to access wide range of community resources. A valid driver's license and own reliable vehicle is required. As a member of our team you will receive an excellent benefits package after 3 months and work in a very positive supportive and flexible environment. Travel will be required throughout the North

Island.

Qualifications & Experience:

QUALIFICATIONS PREFERRED • Early Childhood Education/Assistant or Community Support Certification • Clear Criminal Record Review SKILLS/ABILITIES/KNOWLEDGE

- Demonstrates strong knowledge of early child development
- Ability to work independently and as part of a team
- Understanding of positive child guidance
- Keen understanding of family centered practice and community resources
- Warm, caring and creative
