



Campbell River Literacy Association
A121A-740 Robron Road
Campbell River, BC V9W 2X4
www.literacyforall.ca
Phone: (250) 923-1275

Position Available Immediately
Campbell River Literacy Association
Part-Time Learning Programmer

Programs:

- Family Learning with New Canadians
- Fostering Literacy – Elementary Schools
- Administrative Support

Hours: 18–29 hours per week (based on availability and program needs)

Wage: \$23/hour

Contract Term: Follows SD72 academic calendar (September–June)

About Us

The **Campbell River Literacy Association (CRLA)** is a local non-profit dedicated to supporting lifelong learning for adults, families, and children. Our main office is located in the Robron Centre, and we offer a variety of programs throughout the Campbell River community. For more information on our programs please visit www.literacyforall.ca

Why Work with Us?

- **School-Aligned Schedule:** Contracts follow the SD72 school year with unpaid breaks over Christmas and Spring Break.
- **Supportive Team Environment:** We're a small, dedicated team committed to professional growth and innovation.
- **Unique Experience:** Gain hands-on experience in adult and family literacy, ESL programming, and community-based education — ideal for someone exploring a career change.

Position Overview

We are looking for a dynamic, compassionate individual to facilitate one established program and assist in the development of an exciting new program and provide administrative support as needed. You will work closely with a senior staff member and report directly to the Executive Director.

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Program Responsibilities:

- **Fostering Literacy:** Coordinate a volunteer-led in-school reading program for students in Kindergarten to Grade 3.
- **Parent Group Facilitation:** Support new parents — especially newcomers to Canada — in understanding their critical role as their child's first and best teacher, in collaboration with a community partner.

Who You Are

- Passionate about supporting marginalized families and individuals in a safe, inclusive, and respectful environment.
- Comfortable working with children and families in non-traditional learning settings.
- Organized and able to manage volunteers effectively in a fast-paced environment.
- Adaptable, with strong problem-solving and communication skills.
- Interested in learning and growing in the fields of education, child development, literacy, or non-profit work.

This role is well suited to individuals with experience or training in:

- Education
- Childcare or early childhood education
- Recreation or community programming

All necessary training will be provided.

Position Details

- **Contract Term:** September to June (aligned with SD72 school calendar)
- **Hours:** Up to 29 hours per week (based on program needs and your availability)
- **Wage:** \$23/hour

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- **Location:** Some work will take place in SD72 schools — a valid Criminal Record Check with Vulnerable Sector screening is required.
- **Future Opportunities:** This role may expand to full-time depending on future funding.

To Apply

Please submit the following:

- Your **resume**
- A brief **cover letter**

Email to:

Kat Eddy, Executive Director

✉ kateddy@literacyforall.ca

Applications will be reviewed on a rolling basis. The position will remain open until filled.