



Orléans-Cumberland Community Resource Centre
Centre de ressources communautaires Orléans-Cumberland
240 boul. Centrum Blvd. #105, Orléans, ON K1E 3J4
613-830-4357 | crcoc.ca

Bilingual Family Resource Worker

Full-time – Contract Position (possibility of renewal)

Hourly Wage: \$ 26.81 - \$ 32.27

Hours: 5 days/week (35 hours) – Saturday mornings & one weekday evening required - on a rotation basis

Reporting to: Program Manager

About Orléans-Cumberland Community Resource Centre

Join the Orléans-Cumberland Community Resource Centre (OCCRC) for more than a job! If you're seeking a fulfilling career, look no further than the OCCRC, located on the unceded Algonquin territory of the Anishinaabeg.

Here's why you should join us:

Meaningful Mission: The OCCRC is more than an organization - we're a community. Our mission is to empower individuals to reach their full potential, offering comprehensive services addressing physical, emotional, social, economic, and psychological needs. Join us to make a real impact on lives.

Rich Heritage: Proudly rooted in Orléans-Cumberland, we honour the area's culture while respecting its land. Joining the OCCRC means embracing and celebrating our unique heritage and values.

Core Values: Respect, personal connection, diversity, inclusion, and empowerment are our guiding principles. Become part of a supportive, inclusive team where you are valued.

Professional Growth: The OCCRC promotes opportunities for growth and development.

Community-Centred: Our community's success is ours. Join the OCCRC to engage with the community, form connections, and create a tangible impact.

If you seek a career with a passionate, mission-driven team valuing respect, diversity, and empowerment, consider the OCCRC. Together, we'll build a brighter future.

Job Summary

EarlyON Child and Family Centres offer free, high-quality indoor, outdoor and virtual programs for families and children from birth to 6 years old. The Family Resource Worker supports the needs of parents/caregivers and their children by leading and coordinating playgroups, baby groups, a toy lending library, and parenting workshops. Parent/child drop-ins are offered at our main site in Orléans, in rural communities of Navan and Cumberland, at outdoor parks, and other surrounding areas.

Job-specific responsibilities

- Plan, coordinate and set up programs in an environment that fosters positive learning for children aged 0 to 6.
 - Provide children, families, and caregivers with opportunities to meet and make connections.
 - Design play-based learning experiences that are fun and engaging while building responsive adult-child relationships supported by the "How Does Learning Happen?" Ontario's Pedagogy for the Early Years.
 - Engage in caring and respectful interactions with children, families and caregivers.
 - Work with families or caregivers to identify concerns and opportunities related to child development.
 - Information sharing on child development.
 - Provide information or referrals to specialized programs and services within the community.
 - Experience working with neurodivergent children is a valuable asset for this position.
 - Manage a Toy Lending Library.
 - Facilitate connections with community-based services.
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Required Experience

- Post-Secondary Education Diploma in Early Childhood Education
- Registered as an Early Childhood Educator
- Three years of work experience with children (birth to 6 years), parents and caregivers
- Certificate in General First Aid and CPR
- Excellent knowledge of child development and Ontario's pedagogy for the Early Years

- Good knowledge of early childhood resources and community liaison experience
 - Strong interpersonal and communication skills
 - Knowledge of equity, diversity, inclusion and intersectionality
 - Equitable philosophy and non-judgmental attitude
 - Applies an anti-racism lens to programming
 - Demonstrates an ability to identify and serve the needs of diverse communities
 - Demonstrates flexibility, a sense of organization and initiative
 - Proven ability to work independently and within a team approach
 - Good computer skills
 - Fluency in French and English
 - Additional language abilities are an asset
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Application Process

Please send your resume to recruitment@croc.ca before **8:00 a.m. Tuesday, October 14th, 2025.**

Address: Orléans-Cumberland Community Resource Centre
105-240 Centrum Blvd. Orléans, ON K1E 3J4

Email: recruitment@croc.ca

Equal Opportunity Employer

The OCCRC is committed to including equity and diversity in its practice by being responsive to individuals' needs and delivering equitable outcomes for all, regardless of their indigenous status, race, colour, culture, ethnicity, language/linguistic origins, ability, socio-economic class, age, ancestry, nationality, religion or faith, sex, gender (identity & expression), sexuality, sexual orientation, mental or physical condition, family status, residency/migration status in Canada and all other forms of oppression that a person may experience.

The OCCRC is an equal-opportunity employer that values the diversity of individuals in our programs and services. If you require accommodation at any stage in the selection process, please let us know the nature of the accommodation.

We would like to thank all applicants who have submitted their job applications in advance. Only those selected for an interview will be contacted.