



Employment Opportunity

WFN fosters a workplace environment that is diverse, inclusive, collaborative, healthy, and reflective of Syilx values and culture.



Family Program Coordinator – Term Full Time

Who We Are

Located within the traditional unceded territory of the syilx people, Westbank First Nation (WFN) is a progressive and prosperous self-governing First Nation. WFN is dedicated to promoting a healthy and prosperous future to ensure its continued existence as a strong political, social and cultural community.

Westbank First Nation values Equality, Honesty and Fairness, Respect, Integrity, Accountability and Transparency, Sustainability, Understanding, Confidentiality and Efficiency.

About this Opportunity

Reporting to the Early Years Manager this full-time position is responsible for coordinating programming for families with children under the age of six (6) years for daytime programs and up to age eleven for evening programs in accordance with the principals of the Aboriginal Head Start On-Reserve program.

Want to know more? You will..

- Conducts needs assessment with community families at least yearly to evaluate program and determine program direction
- Organizes weekly evening and daytime parenting education and gatherings according the needs assessment results
- Coordinates menu selection and meal preparation in collaboration with the Food & Services Coordinator
- Provides curriculum-based programming under the direction of Early Years Manager
- Incorporates the six components of a Head Start program into curriculum, in conjunction with the Family Language Program Coordinator
- Communicates with families via newsletter, social media, phone and WFN website
- Provides direction and support to Family Program Elder
- Maintains sign-in registry and enters details in Health system
- Prepares reports as directed
- Creates posters, advertisement and other materials for the Early Years Programs
- Attends regular staff in-service and development meetings as directed

Community. Leadership. Pride.

Must Haves:

- Diploma in Indigenous studies/social services and/or; Certificate in ECE, ECD, Human Services or Equivalent
- Training in areas relating, but not be limited to: FASD, Disabilities, Ages and Stages, Growing Great Kids, Invest in Kids, Moe the Mouse, Granny and Grandpa, crafts, etc.
- Minimum of 3 years' experience working with Indigenous families, youth and/or children in a healing and wellness capacity
- Program facilitation experience required
- Curriculum development or theme development experience required
- Valid driver's license with an acceptable Drivers Abstract and reliable transportation

Perks of Working at WFN:

- Competitive compensation package including 3 weeks' vacation
- Extended Health Care (including Vision and Paramedical Services), Dental, Basic Life Insurance, Employee Assistance Program, and Health Spending Account
- Municipal Pension Plan membership
- Access to Big White Season Passes (Summer & Winter)
- Employee Recognition Program
- Access to LinkedIn Learning for Professional Development

The median salary for this position is \$64,753.24

This is a Term position set to end November 27, 2026

Application Details:

To review the full job description and to learn more about Westbank First Nation please visit our website at <https://www.wfn.ca>.

All applications must be submitted through our [Employment Opportunities](#) page. Ensure you attach your cover letter and resume. Incomplete or late submissions will not be accepted.

This opportunity will close at midnight on Sunday, May 17, 2026