

FRN Parent Education Facilitator



TOWN OF
PEACE RIVER
ALBERTA

Peace Region

Family Resource Network

The Peace Region Family Resource Network (FRN) is expanding and we're looking for someone amazing to join our passionate, community-focused team! If you are looking for meaningful work where you can make a real difference in families' lives? Join our team as a Parent Education Facilitator and help support children, youth, and caregivers across the Peace Region.

This dynamic role blends program creation, facilitation, and community collaboration—perfect for someone who enjoys variety, connection, and impact.

The FRN is a contract for service with the Government of Alberta – Children's Services, that provides service to a large area – as far as Manning and Clearhills County. This position will be up to 4 days per week until June 2026 and may increase to full time in July 2026 if grant funding is secured.

What You'll Be Doing:

- Design and deliver fun, educational programs and events for children and youth (ages 0–18)
- Collaborate with community agencies and partners to enhance service delivery
- Lead courses, workshops, information sessions, and developmental screenings
- Provide one-on-one parent education and support
- Participate actively in team meetings, training, and in-services
- Work collaboratively with FRN and Town of Peace River staff
- Partner with community organizations to deliver programs and events
- Maintain safe, clean, and welcoming program spaces
- Keep accurate client records, case notes, and reporting documentation
- Travel throughout the Peace Region to deliver services
- Represent FRN positively within the community

What You Bring:

- Diploma or degree in Education, Human Services, Human Ecology, Early Childhood Education, or a related field.
- Strong organizational and time management skills
- Ability to manage multiple priorities and meet deadlines
- Positive, approachable attitude with strong interpersonal skills
- Clear and effective communication abilities
- Experience in program development and facilitation
- Knowledge of child development, trauma-informed care, and family supports

What You Need:

- Valid driver's license, reliable vehicle, and insurance (travel is required)
- Standard First Aid/CPR certification
- RCMP Vulnerable Sector Check and Intervention Record Check (required prior to hire and annually)
- Ability to work evenings and weekends as needed
- Physically able to lift, carry, and set up program equipment

What You Get:

- A full-time position with benefits
- A supportive team that truly cares about each other and the community
- The chance to get creative, make connections, and make a difference
- A varied, meaningful role with room to grow professionally

*Join us in building stronger families,
one connection at a time.*

Wage: \$25.00—\$26.00 per hour

Hours: max 7.5 hours per day,
37.5 hours per week.

Evenings and weekends may be
required.

Closing Date: Open until a
suitable candidate is found.

The Town of Peace River welcomes diversity in the workplace and encourages applications from all qualified candidates. Complete job descriptions are available upon request. Qualified applicants are invited to submit their resumes to the address below.

Quote competition #26/006.

Employee Services Manager

Fax: 780-624-4664

Email: hr@peacriver.ca

We thank all participants for their interest, however only those who are selected for an interview will be contacted.