

Job Posting

## **EXAMINATION COORDINATOR (SOUTH)**

Start date: The position will commence for training as soon as a suitable candidate is found.

# of positions: 1 contract position to serve the southern area (Red Deer south) of the province.

Wage: \$16.00/hour plus UIC, CPP, and travel expenses.

Job Description:

The Child and Youth Care Certification Board is looking for a highly motivated individual to provide coordination of the Alberta Child and Youth Care Certification examination process. This individual will be responsible to the Certification Board in managing and coordinating the examination process; training and supervising examination panel members; developing written materials as required; and maintaining the quality, standards and professional delivery of the examination process. The position is casual; hours and expenses will be determined by work requirements.

Qualifications:

- Degree or diploma in Child and Youth Care or a related field plus minimum three years direct work experience in Child and Youth Care.
- Member in good standing of the Child and Youth Care Association of Alberta.
- Successfully completed and maintained Full Child and Youth Care Certification.
- Must have own vehicle, a current Class 5 or better Alberta driver's license, and be willing to travel.

Submit Application To:

Certification Board

c/o Child and Youth Care Association of Alberta

#204 – 12013 – 76 Street

Edmonton, Alberta T5B 2C9

Fax: 780-448-9159

Email: cycaa@junctionnet.com

Apply by:

Mail, Fax, or Email

Materials to submit:

Cover letter, Resume

Deadline date and time:

As soon as a suitable candidate is found.

Additional Notes:

Only those to be interviewed will be contacted.