

FINDING

Work at ...

Informing
Attracting
Developing
Retaining



SPEC
Association

Company Background

Since 1978, The SPEC Association for Children and Families has been providing a variety of supportive, preventive, educational, and counseling services for children and families in Brooks and throughout the County of Newell. Since then, SPEC has evolved into a multi-faceted agency with programs and services that provide support to each level of the family unit including infants, children, youth, and adults.

Some of SPEC's programs include:

LINKS Community Information Centre – promotes healthy families and communities by linking people, ideas, and resources, and facilitates services and activities in response to community needs and diversity.

ParentLINKcentre - provides parent education, early childhood development and care, family support, information and referrals to families with children 0 – 12 years.

Boys and Girls Club of Brooks and District - provides programs for children and youth that support the healthy physical, educational, and social development of young people and their families.



Connections - provides services within Grasslands Public Schools including counseling, educational and supportive groups for students, resource information for parents, and liaison between parents, schools, and community agencies to assist children and their families.

Family Support Program - provides a variety of contracted services for children and families in need of intensive support referred by the Southeast Alberta Child and Family Services Authority.

The SPEC Association currently employs approximately 28 full time and 12 casual positions across a variety of programs and services.

Types & Nature of Work

There are a variety of career opportunities available at SPEC in the following areas:

- Early Childhood Development.
- Information Referral and Support.
- School Counseling.
- In-Home Family Support.
- Child and Youth Work.
- Administration.





Ideal Candidate Qualifications

- Degree or diploma in the field of Human Services (equivalencies may be considered).
- Experience working with children, families, and volunteers.
- First Aid certification.
- Excellent written and verbal communication skills.
- Problem-solving skills.
- Computer skills.
- Child and Youth Intervention Module (CYIM).
- Criminal Record Check.
- Driver's Abstract.

Training Opportunities

Job related professional development is provided for employees.

Hours, Pay, Benefits

Positions at SPEC may be full time, part time, or casual. Seasonal (summer) opportunities also exist.

Shift work may be required depending on the position and includes evenings, nights, weekends, and holidays.

Office hours of operation are Monday to Friday 8:30 a.m. to 5:00 p.m. Program hours vary.

SPEC offers competitive wages and a benefit package. Employees enjoy regularly scheduled staff social functions.

How to Apply

Resumes are accepted at any time and will be kept on file for 6 months in consideration for future job vacancies. Application can be made in person or by mail, fax, or email.

If a vacancy exists, selected applicants are interviewed and an offer is made to the successful candidate (other candidates will be advised). An offer of employment is made, accepted, and the orientation process begins immediately upon commencement.



Contact Information

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