

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)

JOB DESCRIPTION

JOB TITLE: INDIGENOUS EDUCATION SUPPORT WORKER

JOB SUMMARY: An employee hired to provide direct and indirect support to teachers, administrators, parents, students and communities and provides an Indigenous perspective to schools. The employee works in cooperation with Indigenous communities, the Director responsible for Indigenous Education, School Based Team, and other agencies and Ministries. The Indigenous Support Worker works with children of Indigenous ancestry and is responsible to the Director of Student Learning & Indigenous Education and school Principal designated.

QUALIFICATIONS REQUIRED:

1. Valid British Columbia Driver's License
2. A diploma/degree from a recognized course of study at an accredited institute in counselling, adolescent psychology, child, and youth work relevant to understanding and working with students of Indigenous ancestry.
3. A course(s) at a recognized post-secondary course or program in Indigenous studies including a thorough understanding of Canadian history and education of Indigenous peoples.
4. Minimum of one year experience working directly with children and families both in an educational setting and/or in an Indigenous community or organization or an equivalent combination of education and experience.
5. Preference will be given to candidates of Indigenous ancestry.

MUST HAVE THE ABILITY TO:

1. Communicate effectively, orally and in writing.
2. Understands the history, needs, values, beliefs, worldviews and perspectives of Indigenous students, youth, families, and communities from which students come from.
3. Be self-directed, flexible and work independently.
4. Solve problems and deal with conflict related to the position positively and productively.
5. Maintain confidentiality.
6. Serve as a role model for students.
7. Perform routine clerical tasks, including the maintenance and utilization of a computer database.
8. Work cross culturally (Canada, Ktunaxa, Metis, Cree, etc).
9. Advocate effectively and respectfully.
10. Execute and understand functional numeracy for budgeting purposes.

RESPONSIBILITIES AND DUTIES:

1. Provide long and short-term support to Indigenous students, their families, and acting as a liaison between the school, the home, and Indigenous communities, and agencies.
2. Consult with and refer Indigenous students and families to community support agencies.
3. Develop, implement, facilitate, and evaluate culturally appropriate strategies and programs that support and improve Indigenous student success at the home, school and/or community level.
4. Attend school-based team meetings, crisis intervention team meetings and/or case management and interministerial meetings as required.
5. Collate and collect data related to services provided to Indigenous students to support accountability measures, including supporting the Student Services Department with student data required for audit.
6. Facilitate and collaborate with Elders and other Community Knowledge Holders to provide student support.
7. Support the school-to-school, including post-secondary transitions of Indigenous students.
8. Support and maintain cultural safety for Indigenous students, families and community members.
9. Support and enhance classrooms in all grades and subject areas through the inclusion of Indigenous worldviews and perspectives.
10. Support the SD5 Indigenous Education Enhancement Agreement and Local Education Agreement goals and objectives.
11. Provide transportation to students and or parents as necessary.
12. Work collaboratively with the Youth Care Worker while supporting all students under the Indigenous Education Support Services.
13. Coordination with Food Security Programs which are provided to students through community agencies. P
14. Provide and maintain an Indigenous Gathering Space.
15. Undertake additional on the job training e.g. Non-violent crisis intervention.
16. Contact parents/guardians of Indigenous students on a yearly basis to acquire permission to provide Ministry approval support services in both language and culture and other Indigenous support services.
17. Participate in school and District committees as required.
18. Other duties as assigned.