

School District No. 5 (Southeast Kootenay)

POSITION: STUDENT SERVICES TEACHER

SCOPE AND PURPOSE:

The Student Services Teacher (SST) provides school-based services designed to support classroom teachers and their students. These teachers help to organize, maintain and integrate services in the school and, as part of the school-based team, provide the link between the school and support services available at the district and community level.

DUTIES AND RESPONSIBILITIES:

Specific to the Student Services teacher's position, the SST is expected to:

- provide in class and/or out of class supports based on a tiered level of support in collaboration with the classroom teacher;
- maintain the strong teacher-student relationship while supporting both;
- be one of the liaisons between parents, the school team and students;
- be an active member of the School Based Team;
- act as a referral source for school, district and community services;
- coordinate the transitioning of students who need additional support when new to the school, between grade levels, and/or changing schools;
- manage documentation that supports students' needs and programs as per Ministry guidelines;
- make recommendations to the school principal regarding scheduling of Education Assistants and support staff and adapt the schedule to meet school-wide needs as required;
- provide support to the work of Education Assistants;
- meet regularly with Education Assistants to keep current of issues, concerns and student plans;
- complete level A and B assessments, as required;
- collect and provide resources, programs and strategies to colleagues as requested.

QUALIFICATIONS: May vary according to posting.

ALLOWANCE: N/A

ADDITIONAL SUPPORT: School Principals have the ability to support the SST beyond the regular work year.

SD5 Representatives:



Brent Reimer
Director of Instruction - Human Resources



Silke Yardley
Superintendent

CFTA Representatives:



Chris Kielpinski
CFTA Co-Chair
FDTA President



Shelley Balfour
CFTA Co-Chair
CDTA President

November 18th, 2020