



Job Title	<b>First Nations Support Worker</b>
Department	Aboriginal Education
Location	Assigned School
Reports to	Director of Aboriginal Education / Administrative Officer(s)

Type of position:	Maximum Hours: 32 / week
<input checked="" type="checkbox"/> Full-time	<input checked="" type="checkbox"/> Unionized
<input type="checkbox"/> Part-time	<input type="checkbox"/> Exempt
<input type="checkbox"/> Temporary or Casual	

## GENERAL DESCRIPTION

Reporting to the school Principal and under the day-to-day direction of the classroom teacher, the First Nations Support Worker assists in improving the academic achievement and progress towards graduation of First Nations students.

They will promote the academic, social, physical and emotional needs of the student through academic success, cultural growth and allowing successful navigation and completion of the school system. The incumbent will draw upon their own knowledge as well as the student's knowledge of culture as a basis to provide academic support

## TYPICAL DUTIES

- works one-on-one or in small groups with students in grades K – 12 on work habits, skill development and self-esteem, provides support for students in the school or classroom setting
- assists students in identifying skills and strategies that enable productive and progressive academic results
- strives to be a positive and effective First Nations role model
- assists teachers in developing and adapting teachable activities with a focus on First Nations culture
- collaborates with school-based teams in regards to individual students' needs and act as an advocate for First Nations students and family when needed
- develops, implements and supports enrichment activities specific to First Nations cultures (eg. Books and Bannock, Young Warriors, Young Maidens)

- maintains open communication with parents of First Nations students, community representatives, and school personnel in order to meet the academic needs and well-being of the student, and acts as a mediator when First Nations student needs and school needs are in conflict
- is sensitive to different learning needs of children and works effectively with children individually or in small groups; judges, selects and implements an appropriate course of action according to student needs as directed by classroom teacher or school administrator
- maintains written reports and documentation relating to student academic, social and emotional progress and growth, intervention strategies, and summaries of work done with a student and be available to report monthly
- operates standard office equipment including computer (word processing), telephone, photocopier, facsimile, audio visual equipment and printers
- performs other comparable duties as assigned which are within the area of knowledge and skills required by the job description

#### ACADEMIC/WORK EXPERIENCE QUALIFICATIONS

- grade 12 plus an applicable ten-month post-secondary program or an equivalent combination of education and experience
- **intimate knowledge of local First Nations language and culture.**
- demonstrated strong interpersonal communication skills

REVIEWED BY

*Title*

APPROVED BY

*Title*