

**FIRST NATIONS EDUCATION REPORT 2002/03**

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**APPENDIX E: ABORIGINAL SUPPORT WORKERS JOB DESCRIPTION**

Nature and Scope of Work

Under the supervision of the Administrative Officer(s) and with general direction from appropriate teachers, Aboriginal Education Support Workers must demonstrate initiative and flexibility in carrying out their duties. They will:

- Assist with bridging cultural differences
- Assist First Nations students with their studies
- Assist the school in promoting increased effective participation of First Nations students and parents in the school community. Liaison with families to achieve these objectives.

Illustrative Examples of Work

- Assist classroom teacher by tutoring individuals or small groups.
- Assist with field trips and projects.
- Help First Nations students to understand and derive maximum benefit from the school system, provide advice to First Nations students as appropriate for the student's success in school, and assist and cooperate with school counselors in dealing with First Nation Students and their families.
- Assist teachers and other staff to understand and effectively serve First Nations students and their families. This will involve:
  - Promoting a high regard for First Nations culture among the student body.
  - Promoting a strong, positive self image among First Nations students by various means including study programs, personal support and acting as a role model.
  - Provide liaison between the school community, parents and other community agencies, including referring families to community agencies as appropriate.
  - Arrange for parental consent for the passing of information on to bands as required.
  - Monitor student progress, tardiness, and absenteeism.
  - Perform related work as required.

Qualifications

- Completion of Grade 12.
- Knowledge of First Nations cultures and values.
- Sound knowledge of the needs and problems facing First Nations students in the School District.
- Working knowledge of the various community agencies and resources available to First Nations people.
- Ability to bridge cultures by explaining and interpreting each to the other.
- Ability to provide competent advice to students, families, and school staff regarding cultural differences.
- Ability to establish and maintain sound interpersonal relationships with school staff, students and families.
- Ability to independently carry out assigned duties and to conform to established policies and procedures.
- Valid B.C. Driver's License.
- Okanagan language skills would be an asset.
- Certified Education Assistant Diploma would be an asset.
- Previous experience working with First Nations students and parents would be an asset.