

School District No. 53 (Okanagan Similkameen) Job Description

JOB TITLE:	ABORIGINAL EDUCATION SUPPORT WORKER
JOB NUMBER:	128
RESPONSIBLE TO:	Principal or Designate
JOB SUMMARY:	Under the supervision of the principal or designate, and the guidance of classroom and district Aboriginal education teacher(s), the Aboriginal education support worker acts as a positive role model, bridges cultural differences, and supports students in achieving maximum benefit of the school system.

ILLUSTRATIVE EXAMPLES OF JOB DUTIES AND RESPONSIBILITIES:

1. assist students in the development of effective coping strategies in areas such as academics, social, emotional, and behavioural;
2. facilitate understanding of Okanagan culture and values;
3. bridge cultures by explaining and interpreting each to the other;
4. promote a positive self-image to Aboriginal students;
5. encourage participation of Aboriginal students and their families in the school community;
6. assist students and their families in accessing community services, resources and supports;
7. liaise with school/district staff, families, bands, community agencies and professionals regarding student success (includes arranging for parental consent for student information sharing);
8. monitor student progress through the collection of objective data as requested;
9. utilize technology to support student learning;
10. keep current by participating in job-related training and staff development;
11. communicate positively and effectively, and interact as a collaborative and consultative team member;
12. understand and act in accordance with school and district policies and procedures, district Health & Safety Manual and WorkSafeBC regulations;
13. maintain confidentiality; and
14. other duties as assigned.

REQUIRED QUALIFICATIONS:

1. grade 12;
2. six months experience working with Aboriginal students and their families to obtain knowledge of the needs and issues of Aboriginal students, and the resources and services available to them;
3. knowledge and understanding of Okanagan culture and values (Okanagan language skills would be an asset);
4. demonstrated ability to bridge cultures by explaining and interpreting each to the other;
5. BC driver's licence;
6. demonstrated computer literacy skills including the ability to integrate the use of technology to support an effective learning environment;
7. demonstrated ability to work as part of a team;
8. effective communication skills in verbal, written and electronic format;
9. strong problem-solving and organizational skills; and
10. physical ability to perform all aspects of the position.

Interview process will include a member of the Aboriginal Education Advisory Council

Rev July 2, 2010

Note: Clear criminal record checks are required prior to employment with the district.