

**SCHOOL DISTRICT #27 (CARIBOO-CHILCOTIN)**

**Phone: (250) 398-3812 Fax: (250) 392-4625**

July 26, 2019

EXTERNAL POSITION

Posting #: S-2019-079 TEMPORARY

Position: FIRST NATIONS CLASSROOM SUPPORT WORKER

Location: Skyline Alternate  
10 mos., 15.00 hours/week.

Duration: Effective September 3, 2019 to October 31, 2019. The end date of this assignment is approximate, it may end sooner or later than October 31, 2019 dependent on return of incumbent. Schedule to be determined in consultation with school administration.

Rate of Pay: Level 1: 22.55  
Level 2: 25.04

Threshold Qualifications:

- Secondary school graduation, ABE or GED (Acceptable)
- Good written and verbal communication skills
- Experience working with First Nations students with diverse learning needs
- First hand knowledge and experience of a local First Nations culture
- Good understanding of the cultural, political and historical factors which influence the success of First Nations students in school
- Ability to maintain confidentiality
- It is a bona fide requirement that the First Nations Classroom Support Worker be of First Nations ancestry

Desirable Qualifications:

- Skills in the use of technological devices utilized in the classroom (computers, VCR's, tape recorders, etc.)
- Ability to work independently with minimal supervision
- Ability to work as part of an educational team
- Ability to follow directions, both written and oral
- Ability to make observations and record data
- ability to be a positive First Nations role model
- Ability to speak a local First Nations language may be required in specific situations

Duties Include, but are not limited to:

- Performing record keeping and clerical tasks related to First Nations students
- Assisting with the acquisition and preparation of instructional materials for First Nations students
- Supervising First Nations students and others if appropriate
- Assisting in the management of student behaviour
- Assisting First Nations students with personal routines
- Assisting with data collection
- Participating in departmental meetings and parent/teacher interviews as required
- Participating in planning and review sessions with the teacher
- Assisting First Nations students with their work, including marking and corrections
- Attending and providing support to First Nations students (and others where appropriate) on field trips

- Attending and providing support to First Nations students on work sites
- Operating technological equipment
- Participating in First Nations cultural activities and/or professional development opportunities as arranged by the school district
- Carrying out other duties as may relate to programs for First Nations students

Fringe benefits are as provided in the current Union Agreement. Union membership is a condition of employment.

New applicants are required to complete an “Application for Employment – Non-Teaching (External Applicant)” form. This form can be obtained on-line by following the steps below:

1. Select the “Staff” tab from the top of the School District website page ([www.sd27.bc.ca](http://www.sd27.bc.ca))
2. Select ‘Forms and Resources’
3. Scroll down to the ‘Support Staff Application Forms (External Applicants)’ section.

Completed forms can be submitted in one of two ways:

1. Via email, as an attachment, to [iuopost@sd27.bc.ca](mailto:iuopost@sd27.bc.ca)
2. Drop off in person at the Board Office, located at 350 N. 2<sup>nd</sup> Avenue, Williams Lake.

PLEASE NOTE: The application form may also be obtained from the Board Office.

**School District No. 27 (Cariboo-Chilcotin) is an equal opportunity employer.**