



## **School District No. 46 (Sunshine Coast)**

Draft Job Description #CL-08

### **ABORIGINAL SUPPORT WORKER**

Location: All

#### **SUMMARY:**

Under the direction and instructional supervision of the teacher and the supervision and evaluation of the District Principal of Aboriginal Programs and the school Principal, provides assistance in the delivery of regular or alternate programs of study with a group or individual First Nation students and provides assistance with home-school communication.

#### **DUTIES:**

- Acts as a positive First Nations role model for students and promotes pride in shíshálh and all Indigenous cultures as well as respect for all people and cultures.
- Maintains regular records for the maintenance of Aboriginal programs and services as it relates to assigned duties.
- Works with parents, district staff and the shíshálh Education Department under the direction of the teacher, the Aboriginal Education Teacher, the school Principal and/or the District Principal of Aboriginal Education.
- Assists shíshálh students in developing positive academic, problem-solving, socialization and self-regulation skills.
- Assists with the implementation of behaviour modification techniques/conflict resolution strategies, problem solving models and assists with general classroom management.
- Assists with home-school communication regarding student progress and support.
- Supervises students, at times in the temporary absence of professional staff.
- Prepares and gathers classroom and curriculum materials to meet student and/or group specific needs as directed by the teacher.
- Provides medical care to designated students(s) as directed by health professionals (eg. administering medication, monitoring for seizure severity, record keeping, etc.) where the consequences for error are not life threatening.
- With respect for confidentiality, communicates information that will assist teachers and administration in dealing with shíshálh students with academic, social or discipline needs.

- Monitors, observes and reports to the classroom teacher on student progress, and when appropriate, participates in team meetings regarding progress and placements of shísháhlh students where required.
- Carries out any or all duties under the classification of Supervision Assistant, as required.
- Performs all duties with a level of interpersonal skills appropriate to the position.
- Maintains the confidentiality of sensitive information seen or heard.
- Maintains familiarity with Workplace Hazardous Materials Information System (WHMIS)/Globally Harmonized System (GHS) and WorkSafe BC safety procedures.
- May be required to perform other related duties as assigned.

**QUALIFICATIONS:**

- Grade 12 graduation or the equivalent
- Certification as an Education Assistant through an approved education program
- Non-violent Crisis Intervention Training
- Basic first aid course (current certification)
- Demonstrated ability to learn and successfully use new technology
- A minimum of three months current experience working with Aboriginal students
- Detailed working knowledge of shísháhlh history, culture, traditions, and community

**Preference will be given to qualified candidates with Aboriginal ancestry and intimate knowledge of the shísháhlh nations language and culture.**

N.B.: This description contains the elements necessary for the identification and evaluation of the job. It is not an exhaustive list of the duties to be performed. Duties not listed should not affect the evaluation.

**APPROVED:**

On behalf of:  
School District No. 46 (Sunshine Coast)

On behalf of:  
C.U.P.E. Local 801

\_\_\_\_\_  
Secretary Treasurer

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date