



Re-post!!

First Nation of Na-Cho Nyäk Dun EMPLOYMENT OPPORTUNITY

Position Title: Education Support Worker
Department: Education
Salary Range: Starting \$ 29.60 per hour (Level 6)
Term: Full Time (75 hrs/ bi-weekly)
Closing Date: Friday, November 17th, 2017

Job Summary:

Under the supervision of the First Nation of Na-Cho Nyäk Dun (FNNND) Education and Training Manager, the Education Support Worker (ESW) will work with and may get general direction from the principal of J.V. Clark School. The Education Support Worker works both independently and as a team member in providing support/guidance to FNNND students, parents/guardians, FNNND staff and school staff members directly or through referrals. Coordinates services, programs and cultural connections; performs administrative and case management for students; and be required to enhance the educational success of FNNND students.

Main Duties: *Please review official job description for more information*

- Provide support and guidance to FNNND students, parents or guardians directly or through referrals;
- Participate or coordinate, as a School Staff Member on local committees. (i.e. Culture Committee, on the land programs, etc.)
- Assist with implementation/reinforcement of behavioral expectations and appropriate conduct and provide positive behavior redirection for students;
- Promote/communicate the Education Support Worker position to students, parents, school staff and community members;
- Work with students, parents, families, school staff and other resource people within and outside of FNNND to better support students;
- Act as an advocate for FNNND students with a signed consent, the supervisor must be consulted and informed prior.
- Provide assistance and support for the implementation of programs and Government to Government Agreements;
- Maintain connections with other Education Support Workers, FNNND staff and community service providers to better provide services for FNNND students;
- Provide basic counselling services and help arrange referrals as needed;
- Monitor student attendance and do daily reports on improving attendance;
- Carry out home visits if requested by supervisor or with parent's consent.
- Must be able to assist in policy development for the FNNND Education department;
- Promote a healthy lifestyle and sensitivity awareness in the school and within community;
- Keep up to date on new Yukon Government educational programming, curriculum, student achievement and First Nations' Initiatives within the public school system.

Qualifications:

Education & Experience:

- Diploma or degree in Education, Counselling, Wellness or similar field or an acceptable combination of education, training and First Nation's experience;
- *Please review official job description for more information...*

Conditions of Employment:

- Security Clearance;
- Valid Class 5 Yukon Driver's License and Abstract;
- Valid Class 4 Yukon Driver's License (*must be willing to obtain*);
- First Aid Certification (*must be willing to obtain*);
- Food Safe Certification (*must be willing to obtain*).

For a copy of the job description or to submit your Cover Letter and Resume please contact:

Ronalda Moses, Manager, Human Resources

First Nation of Na-Cho Nyäk Dun

Phone: (867) 996-2265 Ext. #138

Fax: (867) 996-2267

Email to: humanresources@nndfn.com