



Chippewas of RAMA
First Nation

Employment Opportunity

Job Title: **Elementary Student Support Worker**
 Job Code: EDU177
 Department: Education
 Reports to: Director of Education

Date Posted: 27/Feb/24
 Date Closed: 12/Mar/24
 (5:00 pm)

****SPECIAL PROJECT FOR REGISTERED RAMA MEMBERS OR SPOUSE/CHILD OF MEMBER****
 The Chippewas of Rama First Nation supports the United Nations Declaration on the Rights of Indigenous Peoples. Specifically, Rama supports the training, education and employment of Indigenous People.

Employment Classification: Contract to July 2025 with possibility of extension. To include Health & Dental Benefits.
 Availability & Term: Approx. Start Date: March 2024
 Remuneration: \$26.55 to start, move to \$28.95 after 3 months.

JOB PURPOSE/SUMMARY

Work with MKES & Orillia Elementary Schools to support student attendance, family support and overall student success. Focus on academics, progress, attendance, transitions and behavioural concerns with a trauma informed, Anishinaabe approach. Liaise with the school personnel and parents to promote student success.

QUALIFICATIONS

- Education:**
- College Diploma and/or equivalent experience (1-3 years) in Community & Social Services related program, education or career counselling.
- Skills and Abilities:**
- Strong communication skills.
 - Experience in youth and/or family counselling.
 - Good organizational and administrative skills.
 - Knowledge and understanding of the historical impacts of colonization and the ability to provide services through a trauma informed lens.
 - Ability to assess attendance patterns and relation to student success.
 - Anishinaabe culture and language knowledge an asset.
 - Has Valid G driver's licence and willingness to obtain class E licence.
- Experience:**
- 1-3 years of First Nation counselling experience.
- Other:**
- A Vulnerable Sector Screening is required for this position.

Qualified applicants may submit their cover letter and resume to the attention of:

Charlene Benson, Human Resources Manager
 Chippewas of Rama First Nation
 5884 Rama Road, Suite 200, Rama, Ontario L3V 6H6
 Fax: (705) 325-4718 Email: charleneb@ramafirstnation.ca

**** ONLY THOSE APPLICANTS SELECTED FOR AN INTERVIEW WILL BE CONTACTED ****

Rama First Nation is committed to an inclusive, barrier-free environment. Accommodation will be provided in all steps of the hiring process. Please advise Human Resources if you require any accommodation to ensure you can participate fully and equally during the recruitment and selection process.



Job Description

Job Last Updated:

15/Feb/24

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KEY JOB FUNCTIONS/RESPONSIBILITIES

- Liaise with elementary schools regarding academics, progress, concerns and attendance.
- Liaise with parents regarding concerns and encourage involvement in school program.
- Liaise with teachers and school staff regarding student matters promoting student success.
- Track attendance and look for patterns, understand habitual absences while working with students and parents to support student attendance and success.
- Develop guidelines/best practices for strength based approaches to deal with attendance concerns.
- Accompany students and/or parents to any meeting with school personnel as requested.
- Provide academic and career counselling on an individual or group basis.
- Provide appropriate referrals to other educational, social or employment services.
- Collaborate with health & social services to ensure an integrated approach to student/family care plan development and service delivery.
- Provide student transportation as requested (cooperative education, extracurricular activities, illness).
- Arrange for academic assistance/tutoring for those requiring additional supports.
- Assist with Jordan's principles' application, navigating referrals for assessments and other support services as required.
- Encourage students to participate in cooperative education, school activities and leadership. opportunities
- Maintain confidential and accurate records for student academics.
- Monitor attendance and provide intervention strategies as need arises.
- Liaise with other departments, organizations and community on behalf of students.
- Be an active member of educational related committees.
- Attend professional development workshops and training regarding education and careers.
- Work with First Nation Student Advisor to support transitions from Elementary to High School.
- Maintain confidential student files in education.
- Perform all administrative work within the scope of the position.
- Coordinate and participate in the operation of summer Reach Ahead Credit Program.
- Support student success, aadziwin and bimaadziwin.
- Other duties as assigned.