

**SCHOOL DISTRICT NO. 53 (Okanagan Similkameen)  
POSITION VACANCY**

**November 30, 2017**

This posting is for internal applicants only (i.e. those with seniority).

**POSTING NO. C74-2017/18**

**ABORIGINAL EDUCATION SUPPORT WORKER**  
28 hours per week– temporary (includes .5 SSLIF)  
  
Commencing as soon as possible  
Not to exceed June 29, 2018  
10 months per year on days when school is in session

*For this position the School District has received special program approval on April 1, 2011 from the BC Human Rights Tribunal to hire only candidates of Aboriginal ancestry.*

**LOCATION:**

Similkameen Elementary Secondary School and Cawston Primary School

**CLOSING DATE:**

December 7, 2017 at 3:00 pm

It is the **responsibility of the applicant** to ensure their application is received at the School Board Office by the closing date.

**WAGE:**

Job 128 - pay grade F per Collective Agreement

**DUTIES AND  
REQUIRED QUALIFICATIONS:**

Per attached job description

Please forward application to:

S. Trower, Manager of Human Resources  
School District No. 53 (Okanagan Similkameen)  
email to [employment@sd53.bc.ca](mailto:employment@sd53.bc.ca) OR fax 250-498-4070

NOTE: If you are applying for a position that is different from the one you currently hold, you are required to include a point form list which demonstrates how your skills and experience correspond to each of the listed qualifications. Failure to show how you meet each of the qualifications will result in your application not being considered.

Distribution: all sites (for immediate posting) and CUPE Local 523

**School District No. 53 (Okanagan Similkameen)**  
**Job Description**

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**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:**

*Note: The Okanagan Similkameen School District received special program approval on April 1, 2011 from the BC Human Rights Tribunal to hire only candidates of Aboriginal ancestry for Aboriginal education support workers.*

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.

Rev August 14, 2017

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