

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

**Phone: (778) 799-2962 Email: [iuoepost@sd27.bc.ca](mailto:iuoepost@sd27.bc.ca)**

November 15, 2024

EXTERNAL POSITION

Posting #: S-2024-0230 PERMANENT

Position: INDIGENOUS SUPPORT WORKER

Location: CATALINE ELEMENTARY SCHOOL  
10 mos., 25.0 hours/week.

Duration: Effective date to be determined. The successful applicant will work under the supervision of the principal or vice principal of the school. Schedule to be determined in consultation with school administration.

Rate of Pay: Level 1: 29.19  
Level 2: 32.42

Threshold Qualifications:

- Completion of grade 12 or equivalent
- One year recent experience working with Aboriginal students and families in an educational or recreational environment
- Strong knowledge of local First Nations culture, heritage, customs and values
- Demonstrated initiative and flexibility in identifying and performing tasks in support of educational goals for Indigenous students
- Demonstrated ability to communicate and maintain effective working relationships with students, teachers, administration, and community members
- Ability to respond to the varying academic, social, emotional and behavioural needs of all students
- Working knowledge to use computers, educational software applications and to organize and maintain record keeping

Duties Include, but are not limited to:

- Support individuals or small groups with academic, behavioural goals, including attendance through cultural support, under the direction of administration
- Promotes by various means increased academic success levels for Indigenous students and personally support a high regard for Indigenous culture among students
- Maintains liaison with teachers, counsellors, administrators, Indigenous students and their families, and community agencies as an advocate for Indigenous students
- Provides support based on current goals of Local Education Agreements (LEA), under the direction of school administration
- Participates in local Indigenous cultural events, workshops and traditions
- Facilitates and/or presents cultural presentations to individual or small groups of students
- Consults with school based staff and/or itinerant staff as required
- May participate in school based team meetings and other consultative meetings as required

- Serves as a resource person for Indigenous culture
- Completes record tracking to collect and monitor data in order to help coordinate the students programs with other staff, other professionals and parents
- Communicates with and organizes visits with student families to facilitate accurate and timely communication, under the direction of school administration
- Enter in relevant student information electronically through MyEd or other software as directed by school administration
- Maintain strict confidentiality
- Other duties as assigned

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

New applicants are encouraged to submit a comprehensive resume, including 2 work-related references, via email to [iuoepost@sd27.bc.ca](mailto:iuoepost@sd27.bc.ca).

Alternatively, submissions may also be dropped off or mailed to the following address:

School District 27 Administration Office  
350 2<sup>nd</sup> Avenue North  
Williams Lake, BC V2G 1Z9

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