



JOB DESCRIPTION

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| JOB TITLE: Indigenous Support Worker | | Job Code: NU1 | |
| DEPARTMENT: ACADEMIC SERVICES | | VERSION 1.0 | |
| DATE APPROVED: NOVEMBER 24, 2009 | | APPROVED BY: ROSSELLA BAGNATO, SUPERINTENDENT OF SCHOOL EFFECTIVENESS | |
| DATE REVIEWED: NOVEMBER 16, 2021 | | SIGNATURE: _____ | |

REPORTING RELATIONSHIPS

Position reports to: Superintendent of School Effectiveness
 Positions supervised: N/A

JOB PURPOSE

Under the direction of the Superintendent of School Effectiveness and the Principal, the Indigenous Support Worker will assist in planning, preparing and facilitating Indigenous youth programming that will increase Indigenous students' sense of cultural pride, self-esteem, and sense of belonging. The Indigenous Support Worker will also contribute to developing an awareness and appreciation of contemporary and traditional First Nation, Métis, and Inuit (FNMI) traditions, cultures and perspectives for all learners and staff.

ESSENTIAL QUALIFICATIONS

Education / Certification:

- Community College Diploma or University Degree in a relevant field e.g. Native Youth Worker (NYW), Child and Youth Care Worker (CYW), Degree in Psychology, Sociology, Social Work, Indigenous Studies
- Certificate of completion for the Ministry of Labour Worker Health and Safety Awareness in 4 Steps Training

Required Knowledge:

- knowledge of issues pertaining to Indigenous youth and Indigenous families
- knowledge of provincial and local Indigenous Education initiatives
- knowledge of hand drumming, pow wow protocol and cultural teachings

Experience Required:

- experience working with youth in the First Nations, Metis and Inuit Community
- demonstrated experience working in a team environment

Skills / Abilities:

- self-starter and ability to work under minimal supervision;



- ability to communicate effectively with Indigenous Community Partners, families, students and Elders;
- demonstrated ability in assisting children and youth in reaching their full potential
- ability to effectively collaborate with current and potential partners;
- excellent interpersonal and communication skills both verbal and written;
- excellent problem solving skills;
- ability to be sensitive to the needs of all students;
- ability to recognize individual learning styles and the characteristics of learners;
- high level of attention to confidentiality;
- proficient in the use of word processing software, Internet and email;
- ability to facilitate small group discussions and to engage learners;
- ability to provide regular attendance;
- ability to provide attention to detail.

PREFERRED QUALIFICATIONS

- current First Aid Certification & CPR Certification;
- experience in a classroom setting
- knowledge of Ojibwe language would be considered an asset.

DUTIES AND RESPONSIBILITIES

- assist the Indigenous Education Team with planning, preparing and facilitating an Indigenous youth support program that will help Indigenous youth gain confidence, increase their self esteem, and develop a better understanding of their culture and identity;
- support Sudbury Catholic Schools' implementation and growth of the Voluntary Aboriginal Self Identification Initiative in schools;
- support classroom teachers by providing cultural expertise and awareness to both students and classroom teachers;
- work with Indigenous community partners, parents and families to support Indigenous student success;
- attend Indigenous community functions and work with Indigenous community committees and bring back information to the Superintendent of School Effectiveness;
- know, understand and comply with Board policies and APG's;
- follow guidelines mandated by all Ministries e.g. duty to report, confidentiality, rights of custodial parents, release of information etc.;
- keep principals and vice principals abreast of all issues concerning student welfare;
- maintain accurate daily/weekly anecdotal;
- actively seek opportunities to grow the Indigenous Youth Program by providing relevant suggestions to the Superintendent of School Effectiveness
- help to build positive interactions and supports relationships with students, parents, staff and community agencies;
- be an active member of the collaborative team;
- reinforce learning;
- communicate with all staff involved with the students;



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- seek professional development opportunities to improve skills and gain knowledge;
- perform other duties as assigned.

HEALTH AND SAFETY

- always practice safe work procedures
- report unsafe conditions as soon as possible
- properly wear any protective equipment that the job requires

SPECIAL WORKING CONDITIONS

- frequent travel to schools within the Board's jurisdiction