

## Employment Opportunity – Pictou Landing First Nation Education Department

### Student Support Worker – North Nova Education Center

**Pictou Landing First Nation Education Department requires one Student Support Worker (SSW) based out of North Nova Education Center (NNEC).**

**Description:** The primary role of the SSW is to provide support for Pictou Landing First Nation Mi'kmaq students and their families helping to make their schooling a more positive experience, thereby helping the student achieve success and remain in school. The Student Support Worker will work as a team with all educators to create a positive and supportive learning environment at school.

**Some of the responsibilities:**

- provide positive role models;
- assist in developing a learning environment and atmosphere that is conducive to learning for all students;
- establish, as necessary, personal contact with parents/guardians through visits to the home or by email or telephone;
- monitor the academic progress of students, and in cooperation with school staff, establish a method for tracking that progress and relaying appropriate information to the home;
- keep apprised of student disciplinary difficulties in order to take action in an attempt to avoid the need for suspension or expulsion. In the case of suspension, ensure steps are taken to minimize its impact on academic performance;
- work with staff and appropriate external education organizations for stay-in-school strategies and academic success;
- generate reports as requested and needed;
- promote positive reinforcement of behavior
- assist in promoting Mi'kmaq culture and language within the school by providing culturally relevant information and materials;
- maintain frequent daily positive contact with students to encourage success.

**Requirements:**

- High School Diploma or equivalent
- relevant Educational Program Assistant or equivalent training and/or experience
- Emergency Level First Aid Training
- Non-Violent Crisis Intervention Training
- experience working in a First Nations' environment would be an asset
- proficiency in the Mi'kmaw Language would be an asset
- high quality communication, team work and people skills.
- must have high degree of patience

**Remuneration:** depending on relevant qualifications and experience, in accordance with the Pictou Landing First Nation pay scale.

Position begins week of September 26. Ends June 30, 2023.

**Resumes, along with a cover letter and 3 references will be accepted by email until September 20, 2022 (10:00 a.m.).**

Email to: Sheila Francis  
Director of Education  
sheilaf@pictoulandingschool.ca

We are an equal opportunity employer; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission.

**Only qualified applicants will be contacted for an interview.**

Employment Opportunity – Pictou Landing First Nation School  
**Student Support Worker**

Begins: October 4, 2022  
Ends: June 30, 2023

**Pictou Landing First Nation School is looking to hire a Student Support Worker**

**Description:** The Student Support Worker (SSW) will work as a team with all educators to create a positive and supportive learning environment at school. This will include working on Individual Program Plan Teams and Individual Behavior Plan Teams, which will require some after school meetings on an ongoing basis. It is the role of the SSW to provide support for students with special behavioural needs. The SSW is responsible for student safety, academic and behavioural assistance as assigned and required. The duties of the SSW are primarily carried out within the regular classroom setting (i.e. students are generally not removed from that setting except when specific needs are being met.)

**Responsibilities:** The Student Support Worker will assist the school with the development and implementation of prevention and intervention strategies related to the intervention of the child's behavior; to enhance communication between home and school. In addition, SSW will, in collaboration with Principal and Teachers, see that the school wide Behavior Education, Support and Training Program is implemented, and will

- photocopy necessary materials for program implementation;
- document daily routines and incident reports;
- communicate information related to the program to teachers as directed;
- role play, demonstrate and discuss the school wide rules and consequences with student, and promote positive reinforcement of behavior;
- provide daily individual reminders of rules to assigned student, in classes, outside and during transition times;
- monitor behavior and give positive praise;
- help student transition to independence;
- complete classroom observations across a variety of settings; and
- maintain frequent daily positive contact with assigned student to encourage success.

**Requirements:**

- High School Diploma or equivalent
- relevant Educational Program Assistant or equivalent training and/or experience
- Emergency Level First Aid & Non-Violent Crisis Intervention training
- physical abilities consistent with requirements of the job, which may include lifting, personal and physical care
- successful experience working with children with a variety of physical and intellectual disabilities and behavioral or other learning difficulties
- knowledge and appreciation of Mi'kmaq culture
- proficiency in the Mi'kmaq Language would be an asset
- high quality communication, teamwork and people skills.
- must have a high degree of patience

**Remuneration:** 35 hours per week, depending on qualifications and experience, following the Pictou Landing pay scale.

**Resumes, along with a cover letter and 3 references, will be accepted by email until September 20, 2022 (3:00 p.m.).** Email to: Sheila Francis, Director of Education: [sheilaf@pictoulandingschool.ca](mailto:sheilaf@pictoulandingschool.ca)

The successful candidate will be asked to submit a Criminal Background Child Abuse Registry check.

As this is a project funded position, there is no guarantee of continued employment past the end date.

Only qualified applicants will be contacted.

## Pictou Landing Early Childhood Education Center - JOB POSTING

Position: **Head Start Student Assistant (Jordan's Principle)**

**Start date:** October 4, 2022

**End Date:** June 30, 2023

**Position Description:** The Head Start Student Assistant provides assistance to the Head Start staff in teaching and supervising an assigned child in the Head Start program. The Head Start Student Assistant works under the direction of the Head Start Coordinator.

### **Responsibilities (but not limited to):**

- Assist with supervision, safety, well-being and hygiene of the child
- Assist with preparing and delivery of activities
- Participate fully and consistently as a conscientious team member in caring for the child and center
- Promote positive reinforcement of behavior
- Maintain confidentiality

### **Requirements:**

- Experience in a Day Care or Early Childhood setting (substitute experience counts)
- Relevant Education Program Assistant or equivalent training and/or experience
- Experience working in a First Nation environment
- Must meet requirements of Criminal Background Check and Child Abuse Registry
- Possess excellent organizational, time management, communication and interpersonal
- Must be a positive role model who demonstrates a healthy lifestyle
- Experience working with children with autism will be considered a strong asset
- Ability to work well with children
- Ability to appropriately discipline children
- Must be able to lift small children
- Must enjoy working with small children
- Have a high degree of patience
- High quality communication, team work and people skills
- Must be flexible
- Ability to speak Mi'kmaq would be an asset

**Hours of Work:** 8:30 to 3:30 (Monday to Friday) - 35 hours per work

**Remuneration:** Depending on qualifications and experience (in accordance with the Pictou Landing Pay Scale)

Resumes, along with a cover letter explaining why you are interested in this position, will be accepted until **September 20, 2022 (1:30 p.m.)**. Email to Sheila Francis, [sheilaf@pictoulandingschool.ca](mailto:sheilaf@pictoulandingschool.ca).

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**Only qualified applicants will be contacted for an interview.**