

2. *Provide services to students from Shibogama communities while attending school off-reserve in Sioux Lookout and Thunder Bay.*

Activities:

- Provide life and career planning activities and experiences to students throughout their secondary school experience, including helping them determine their strengths and how to use them to support their career aspirations and overcome challenges.
- Provide necessary course selection supports for students each year.
- Support students in the application processes for entering post-secondary education.
- Provide resources and support services to students who are experiencing difficulties within their school and/or home environment.
- Facilitate ongoing support & coping skills to students that are transitioning, dealing with family difficulties, grieving etc.
- Provide support to students at risk of dropping out of school due to social/emotional behavioural difficulties and/or life challenges.
- Make referrals to other SESS support services and/or other appropriate support services, as required.
- Collaborate with community programming that supports positive mental health and wellness.
- Bridge connection and communication between the student and their families, boarding homes and school.
- Prepare workshops and presentations for students promoting health and wellness.
- Collaborate with principals and staff when planning and conducting programs.
- Maintain confidential student reports and assessments.

3. *Act in a leadership capacity in program implementation and peer mentorship.*

Activities:

- Develop and enhance relationships between the SESS program, parents, Shibogama community leadership and urban school principals and staff.
- Advocate for students to ensure individual student needs are met.
- Liaise and develop partnerships with community services that support students.
- Participate in both the receiving and delivery of professional development sessions.
- Visit Shibogama First Nation communities in times of crisis as a support person.
- Participate in capacity building activities that are available to enhance student programming.

4. *Perform required administrative duties to ensure program accountability and continuity.*

Activities:

- Maintain records and provide summary reports of guidance program (e.g. workshops hosted or facilitated, number of students accessing services, types of services accessed, etc.).
- Study, update, and maintain student records according to SESS and Ministry of Education Policies and Regulations.
- Monitor student attendance to determine need for intervention.
- Complete or facilitate educational assessments and tests, analyze the results, and provide feedback to schools as required.
- Provide input to teachers with completing progress reports and report cards.
- Work with school staff in the development of student recruitment materials and strategies.
- Complete annual work plan, program updates and other reports, as required.
- Participate in team meetings and debriefing as directed by the program coordinator.

QUALIFICATIONS, SKILLS AND ABILITIES

Preferred Qualifications (relevant experience may also be considered):

- Current Certificate of Qualification and Registration with the Ontario College of Teachers, with additional qualifications in Guidance & Career Education or Supporting First Nations, Metis and Inuit Students: Guidance and Counselling.
- Minimum of 3 years successful teaching experience.
- Experience with, and understanding of, life and career planning and intervention models to support student success and academic setting.
- Understanding of First Nation and Ontario education systems.
- Formal training in suicide risk assessment and intervention.
- Understanding of issues faced by First Nation youth living in remote communities.
- Knowledge and experience with computer systems and applications.
- Fluency in Oji-Cree is considered an asset.

Demonstrated Skills and Abilities:

- Excellent communication skills: oral, written and interpersonal.
- Maintaining confidential student case notes and files.
- Achieving deliverables and evaluate the effectiveness of the program.
- Facilitating presentations for staff training, youth workshops and group activities.
- Maintaining positive public relations and partnerships.
- Working effectively with parents, students, co-workers, and administrators.
- Stress management and effective time management.
- Ability to work independently, as well as a member of a team.
- Strong critical thinking skills and willingness to contribute to the team.
- Ability to multi-task effectively and efficiently.

- Ability to perform work duties in an organized manner with minimal supervision.
- Demonstration of personal wellness and substance free living to act as a healthy role model for youth.
- Availability to work on call, as required.
- Must be willing and able to travel as required, to both road-accessible and fly-in communities in all weather conditions
- Successful candidate must provide a clean, current CPIC and VSS.
- Must possess a valid driver's license and provide a current driving abstract.

Term: Fixed term position

Anticipated Start Date: Flexible Start Date

Location: Sioux Lookout and Thunder Bay sites.

Salary: Based on qualifications and experience

Application

Applicants must include a cover letter, resume, two references indicating most recent employer, certificate of qualification and a recent CPIC and VSS. In accordance with the Freedom of Information Act, applicants must provide a signed and dated statement authorizing SFNC personnel to contact references.

Application Deadline: February 23, 2018 at 2pm

Applications must be directed to: Matthew Angees, Interim Executive Director

Shibogama First Nations Council

P.O. Box 449, 81 King Street

Sioux Lookout, ON P8T 1A5

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Email and faxed resumes along with required documentation will be accepted. We wish to thank in advance all those who submit applications.

ONLY THOSE SELECTED FOR AN INTERVIEW WILL BE CONTACTED