



EMPLOYMENT OPPORTUNITY (Internal/External)

Shibogama Education Support Services Program (SESS) Prime Worker/Support Worker

SUMMARY OF POSITION

Under the direction of SESS Program Coordinator, the SESS Prime Worker/Support Worker is responsible to deliver support services to secondary students from Shibogama communities attending NNEC and provincial schools in Sioux Lookout and Thunder Bay.

The Prime Worker/Support Worker ensures the academic, physical, emotional, mental, and spiritual well-being of students as they move toward the successful completion of their secondary education and continue on their pathways to work, training or post-secondary education programs.

RESPONSIBILITIES OF THE POSITION

1. *Ensure each student's well-being is supported using a wholistic, inclusive approach.*

Activities

- Monitor the student's physical, emotional, and mental and spiritual well-being.
- Supervise and monitor student's attendance, academic progress, behaviour patterns and developmental growth.
- Facilitate support for student's academic, physical, emotional, mental, and spiritual needs (e.g. help register for a hockey league, help find an Elder/Knowledge Keeper for cultural teachings, help set up dental appointment)
- Support and promote language and traditions practiced by the student's home community.
- Encourage the students to maintain a connection with his/her family in their community through the use of distance video platforms (e.g. Facetime, Google chat, etc.)
- Act as student's primary contact for parents/guardians, and keep them up-to-date on academic progress, attendance, community involvement, extra-curricular activities, incidences, etc.
- Provide timely transportation to appointments, school, airport, and other as needed.
- Communicate positively and effectively with SESS students to determine their needs and interests and establish rapport.
- Actively collaborate with other SESS staff members and community workers to plan and support extracurricular activities.
- Supervise the use of equipment and facilities accessed for student activities.
- De-escalate students in crisis situations and contact appropriate supports and follow-up, including making/assisting with referrals.
- Assist in emergency situations (e.g., missing student, intoxicated student, student in need of medical support).
- Visit Shibogama First Nation communities in times of crisis as a support person.
- Provide support for boarding homes.

2. *Work collaboratively with other SSES program staff, schools and community partners to ensure students access appropriate supports.*

Activities

- Maintain positive and consistent working relationships with other team members, Education Authorities in students' home communities, provincial school boards, NNEC, police services, community groups, organizations, and volunteer groups.
- Participate in SESS student case conferences with other team members, home community, student parents/guardians and community partners.
- Work closely with Elders and Cultural Practitioners to ensure that students can access appropriate traditional healing supports, when needed.
- Maintain strict confidentiality guidelines regarding all clients, conversations and referrals.

3. *Promote programs and local services to students which will support their overall wellbeing.*

Activities

- Ensure the students are aware of available activities (e.g. in school, at Friendship Centre, in community).
- Ensure the students are aware of available supports (e.g. tutoring, mental health and addictions, legal, health, employment).
- Participate in interagency meetings to become familiar with available supports and create awareness of needs of students.
- Maintain positive working relationships with organizations such as police, ambulance, hospitals.
- Become familiar with local, regional and territorial organizations for youth which may offer opportunities for students.

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

Activities:

- Respond to phone calls, texts and emails in a timely manner.
- Provide reports (e.g., academic progress, attendance, student incidences, incidences with service providers) as required.
- Ensure all programs and activities are implemented according to SESS program and school policies and procedures.
- Complete annual workplan and updates.
- Complete other reports as required.
- Participate in team meetings and debriefing as directed by the SESS Program Coordinator.

QUALIFICATIONS, SKILLS AND ABILITIES

Preferred Qualifications (relevant experience may also be considered):

- Post-secondary education in the field of social services.
- Minimum of 3 years working in a community setting with youth.
- 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.
- Ability to maintain confidential student case notes and files.
- Ability to achieve deliverables and evaluate the effectiveness of the program.
- The ability to work effectively with parents, students, co-workers, and administrators.
- Ability to deal with stress and effectively manage time.
- 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.
- The availability to work on the weekends, in the evenings and throughout the night is 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 qualifications 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
PH: (807) 737-2662 ext. 2280 FAX: (807) 737-1583
EMAIL: matthewa@shibogama.on.ca Website: www.shibogama.on.ca

Email and faxed resumes along with the 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