

TITLE: Child Support Worker  
SECTION: As Appointed  
REPORTS TO: District Principal of Inclusive Education Services or Delegate

SUMMARY:

Under the direction of the District Principal of Inclusive Education Services, Administrative Officer or Delegate, works with teachers in support of students.

DUTIES:

1. Assists the school team providing guidance, ongoing assistance, encouragement and support to early learners who have more challenging needs in the development of support plans, achieving appropriate behaviour with the goal of strengthening resiliency, self esteem and independence.
2. Provides effective skill development that focuses on the whole child.
3. Provides support plans that encompass the full range of child development.
4. Builds and maintains relationships to strengthen the home and school learning environment.
5. Facilitates and coordinates individual and group support for students with developmental, academic, emotional and/or social challenges.
6. Provides crises intervention and individual assistance to students with particular academic, emotional or social challenges.
7. Attends staff, team and other scheduled meetings as required.
8. Implements, monitors and communicates on group or individual programs to school staff and parents, which may include home visits.
9. Maintains accurate records and reports and statistics for students.
10. Ensures compliance with current legislation and protocols i.e., Mental Health Act, Child, Family and Community Services Act (Child Protection) and FOIPPA and School District 79 Policies and Procedures.
11. Upholds and demonstrates a standard of care no less than that required by the Code of Ethics of the Child and Youth Care Association of BC.
12. Establishes and maintains effective working relationships with community agencies and resources; acts as a liaison and advocates for student and families as required.

13. Demonstrates the purpose and use of assistive technology to support the communication needs of students (Apps, Boardmaker, PECS, TouchChat, DragonSpeak etc.)
14. Supports teacher in planning and participates in field trips and other activities.
15. Transports students in district or district-authorized vehicles as required.
16. May, on occasion, be required to perform other job-related duties as assigned.

#### QUALIFICATIONS:

Education - the applicant must have completed:

- Grade 12
- Supplemented by successful completion of a bachelor degree in Child and Youth Care with a specific focus in early Childhood Development, with coursework in language development (linguistics, ASL, etc.) social and emotional development and diverse abilities or equivalent combination of training and recent related experience.

Skills - the applicant must have:

- Demonstrated ability to implement strategies and learning plans that promote positive social and behavioural independence.
- Proficiency in written and spoken English consistent with assignment.
- Basic computer skills
- Class 5 driver's license

Experience - the applicant must have:

- Experience working with young children in a formal setting for a period up to and including one month.

Physically Fit - the applicant must be:

- Physically capable of performing the job duties.

Other - the applicant must:

- Be able to adapt established methods and procedures, but exercise independent judgment when necessary
- Show tact and discretion in dealing with people in the course of their duties.
- Acknowledge the need for confidentiality with regard to information seen and/or heard in the course of their duties.

**JOB EVALUATION**

COVERING

**SCHOOL DISTRICT NO. 79 (COWICHAN VALLEY)**  
 (EMPLOYER)

AND

**CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 5101**

**ADVICE OF RATING**

EMPLOYEE NAME:	
JOB TITLE:	93 – Child Support Worker
LOCATION:	Schools
EFFECTIVE DATE:	January 28, 2022

This is to advise that the rating for the job to which you have been appointed is as follows:

**JOB RATING**

Factor	Edu	Exp	Jud	A/D	Phy	Dex	Acc	Saf	Sup	Con	W/C
Degree	8	1	3	1	3	1	3	2	1	3	2
Total Points	277										

RATING CLASSIFICATION: LEVEL	10
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