

TITLE: First Nations Cultural Teaching Assistant
SECTION: As Appointed
REPORTS TO: Principal or Delegate

SUMMARY:

Under the general supervision of the Principal or Delegate, provides a range of First Nations cultural education and Hul'q'umi'num' language curriculum opportunities and assists in the delivery of services and First Nations programs in classrooms, with groups or individual students and peers.

DUTIES:

1. Assists the teachers in the delivery of First Nations culture and Hul'q'umi'num' language to Indigenous and non-Indigenous students.
2. Assists teachers in the integration of First Nations content and perspective into existing curriculum which may include speaking on a specific topic.
3. Regularly communicates with First Nations elders, Hul'q'umi'num' Language and Cultural Advisors and community members for advice and feedback regarding First Nations culture and language information and resources.
4. Promotes awareness of First Nations culture to school staff and students.
5. Maintains a daily written record of services provided to Indigenous students.
6. Provides a positive First Nations role model for students.
7. Operates a personal computer, laptop, photocopier, fax machine, and/or other technology for educational purposes.
8. Other job-related duties in support of Indigenous students, as assigned by the Principal or Delegate.

QUALIFICATIONS:**Education – the applicant must have completed**

- Grade 12 or equivalent
- A recognized post-secondary program of 8 months in the Hul'q'umi'num' language such as the credited course offered or experience working at least 300 hours in the First People's Cultural Council (FPCC) Mentor Apprentice Program

Experience – the applicant must have

- Experience working with children and youth for a period of greater than 12 months

Skills – the applicant must have

- Basic computer skills
- Understanding of basic behaviour management techniques
- Proficiency in written and spoken English consistent with the assignment
- Knowledge of First Nations culture and a demonstrated proficiency in the Hul'q'umi'num' language

Other – the applicant must

- Be able to follow established methods, protocols, policies, procedures and guidelines exercising independent judgment when required and be able to recommend changes
- Show tact, courtesy and discretion in dealing with people in the course of his/her duties
- Acknowledge the need for confidentiality with regard to information seen and/or heard in the course of one's duties

APPENDIX G**JOB EVALUATION**

COVERING

SCHOOL DISTRICT NO. 79 (COWICHAN VALLEY)

(EMPLOYER)

AND

CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 5101

(UNION)

ADVICE OF RATING

EMPLOYEE NAME:	
JOB TITLE:	79 – First Nations Cultural Teaching Assistant
LOCATION:	Schools
EFFECTIVE DATE:	

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	4	5	4	3	2	4	1	1	1	3	1
Total Points	291										

RATING CLASSIFICATION: LEVEL

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