#106
Created Jan 25, 2022

TITLE: Indigenous Early Childhood Education Ts'uwtun
SECTION: As appointed
REPORTS TO: Associate Superintendent or Delegate(s)

SUMMARY:

Under the general supervision of the Associate Superintendent in charge of Early Learning or delegate and the District Principal of Indigenous Education or delegate, plans, organizes, implements, promotes, and provides StrongStart BC Outreach opportunities for Indigenous families with children from birth to age five in the Nations' communities. Simultaneously, builds connection between families, StrongStart programs and our elementary schools as well as provide transition supports into Kindergarten including Registration.

DUTIES:

1. Provides high quality early learning group sessions for children in the following areas of children's development: physical health and well-being, social and emotional development, language and cognitive development and the communication skills of preschool-aged children.
2. Use the British Columbia Early Learning Framework to guide the StrongStart BC Outreach program.
3. Seek assistance of the local health authority to help in locating children through birth records or other health records, and provide these families with information about the StrongStart BC Outreach Program.
4. Where possible, link parents/caregivers to services offered by health authorities, community agencies and other social service providers.
5. Promotes and supports transitions into Kindergarten and registration.
6. Links to and works in partnership with the StrongStart BC Early Learning Centers in the school district.
7. Participates in meetings with StrongStart BC team, Indigenous community partners and with parents as required.
8. Acts as a liaison between home and school (including the development of effective parenting skills).
9. Maintains accurate reports, records, registration and attendance for StrongStart BC.
10. Promotes awareness and understanding of school system requirements for Indigenous parents, grandparents and families, which may include home visits.
11. Works closely with school district Indigenous Education, Early Learning, Indigenous Support Workers, StrongStart BC Educators, and school-based administration.
12. Establishes and maintains effective working relationships with the First Nations who represent the early learner and their families.
13. Assists families with integrating or re-integrating into StrongStart BC programs and K-3 classrooms.
14. Establishes and maintains effective working relationships with the community: acts as a liaison and advocate for students and families as required.
15. Transports students or families 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:

- Successful completion of a 2-year college recognized Early Childhood Educator diploma
- Valid BC Class 5 driver's license with a current and clean driver's abstract
- Current Occupational First Aid- Level 1 certificate
- Current Food Safe certificate

Skills- the applicant must have:

- A desire to help children learn and interact appropriately, reinforcing basic social skills.
- Understanding of Indigenous culture; Hul'q'umi'num language is an asset.
- Demonstrated effective time management and organizational skills.
- Basic computer skills.

Experience- the applicant must have:

- One to two year's experience is an asset.
- Sound understanding of local Indigenous culture.
- Demonstrated knowledge of community and agency resources.
- Demonstrated ability to work at the level of independence and with the degree of initiative appropriate to the position.
- Demonstrated ability to work effectively as a team member.
- Demonstrated ability to establish and maintain respectful relationships with children, youth, and adults.

Physically Fit- the applicant must be:

- Physically capable of performing the job duties.

Other- the applicant must:

- Show tact, courtesy, and discretion in dealing with people in the course of their duties.
- Be able to maintain confidentiality regarding sensitive information seen and/or heard in the course of their duties

APPENDIX E

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:	106 – Indigenous Early Childhood Education Ts'uwtun
LOCATION:	sites
EFFECTIVE DATE:	January 25, 2022 - DRAFT

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	5	5	2	2	2	4	1	1	1	4	2
Total Points	282										

RATING CLASSIFICATION: LEVEL	10