



WEECHI-IT-TE-WIN
Family Services Inc.

P.O. Box 812, Fort Frances, ON P9A 3N1 1-807-274-3201
1-807-274-4511
Fax 1-807-274-8435
Toll-Free 1-800-465-2911

Education Assistant (4 Positions) External

GENERAL DESCRIPTION

The Education Assistant is a full-time, professional term position, with a possibility of extension. The Education Assistant will work within a culturally competent system of care and as such will acknowledge and incorporate, at all levels, the importance of culture, the expansion of cultural knowledge, and the overall vision of Weechi-it-te-Win Family Services and the 9 area First Nations we service.

The goal of the Education Assistant is to improve educational outcomes for children and youth at the elementary or secondary level. Education Assistants support students and assist teachers with teaching and non-instructional tasks. They assist in areas of personal care, teaching, and behavior management under the supervision of the Developmental Support Services Manager. Education Assistants will work collaboratively with the Developmental Support Services team, School Boards, Principals, Vice Principals, Special Education Resource Teachers, the Education Liaison Worker for WFS and any other professionals/agencies involved with the student.

RESPONSIBILITY

The Education Assistant will be accountable to the Director of Developmental Support Services.

QUALIFICATIONS

1. An understanding and appreciation of Anishinaabe cultural beliefs, values, norms, ceremony, teachings, and a commitment to continue learning, participating, and advocating during any opportunity provided by the Agency or Community.
2. Early Childhood Education Diploma or a diploma in a related field with 3 years' experience working with children with developmental and/or behavioral challenges.
3. Expertise in a wide range of effective teaching materials and methods.
4. Must have strong organizational and time management skills, including the ability to prioritize multiple tasks.
5. Ability to maintain accurate records and documentation and provide reports internally on student success.
6. Proven ability to work effectively with children and youth, with a strong understanding of the impacts of trauma on Children in Care.
7. Working knowledge of Weechi-it-te-win Family Services and the nine First Nations affiliated with WFS.
8. Commitment to ongoing personal growth and enhancement.
9. Ability to work in a cooperative team situation.
10. Ability to work independently with minimal supervision.
11. Physically able to work with students at their level (sitting, squatting, kneeling)
12. The ability to speak the Ojibway Language is a definite asset.
13. Must be willing to travel and have a valid Ontario Driver's License and be able to submit a Driver's Abstract

CLASSIFICATION

The following salary schedule applies to qualified candidates or appointees; the Board may appoint less-qualified candidates at a reduced salary level.

The salary ranges from **\$62,231.38 to \$72,802.21**



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Application must include:

- ✓ Cover Letter – **signed and dated.**
- ✓ Resume
- ✓ Three references (one must be employment related) along **with written permission** to contact references.
- **Applications submitted without** all the above required documentation **will not be considered.**
- Only those selected for an interview will be contacted.
- Complete job descriptions available upon request
- Weechi-it-te-win Family Services Inc. is an equal opportunity employer.

Submit Applications to:

APPLICATION:

Jackie DeBenedet

P.O. Box 812

Fort Frances, ON P9A 3N1

Phone number: (807) 274-3201 ext. 4065

Fax number: (807) 274-8435

jackie.debenedet@weechi.ca

DEADLINE TO SUBMIT

November 20, 2023, 4:00 p.m.

EXTERNAL

(S2/3)