



**730 Syndicate Avenue South
Thunder Bay, ON P7E 1E9
Tel: (807) 346-4204
Fax: (807) 737-4496
www.koeducation.ca**

Student Services Support Staff

Full-time, Part-time, Casual

Positions Available: 4-5 Full-time (Part-time and Casual positions also considered)

Shift Hours: between 3:00 PM - 3:00 AM, 7 days a week

Location: Dryden

Summary:

We are seeking dedicated and compassionate individuals to join our team as Student Support Staff. This role encompasses a variety of responsibilities to provide comprehensive support to students in our care. You will be involved in daily living support, academic assistance, overall well-being of students, and potentially the implementation and delivery of detoxification services

Key Responsibilities:

Student Supervision and Support:

- Monitor and supervise students to ensure their safety and well-being.
- Provide emotional and academic support, assisting with homework and projects.
- Supervise and support students during detoxification, ensuring care plans are followed.
- Support students in their after-care plans and maintain case notes and referrals.

Health and Crisis Management:

- Work with Health Service Providers and Medical Teams to follow treatment plans.
- Respond to emergencies and provide crisis intervention as needed.
- Communicate with the Addictions Crisis Worker and KOBE SS On-Call Team.

Activity Coordination and Life Skills:

- Plan and facilitate extracurricular activities, including on-site indoor and outdoor activities.
- Teach and implement life skills programming, such as cooking, budgeting, and self-care.
- Transport students to school activities and appointments.

Communication and Reporting:

- Maintain open communication with students, parents, and school staff.
- Document and report daily activities, incidents, and health services provided.
- Prepare materials and reports as required for service delivery.

Cultural Sensitivity:

- Maintain a culturally safe environment and incorporate First Nations cultural traditions and practices.
- Travel to Keewaytinook Okimakanak communities as necessary.

Additional Tasks:

- Cleaning and light maintenance of building(s)
- Attending to duties as they arise



Qualifications:

- 2 years of education-related work experience.
- Bachelor's Degree/College Diploma or equivalent experience and/or training.
- Grade 12 diploma or equivalent; post-secondary education in Social Services or related field is an asset.
- Knowledge of First Nation Education & Health issues, challenges, and delivery models.
- Ability to speak one of the local dialects is an asset.
- Strong interpersonal and communication skills.
- Valid Class G Driver's License (willingness to obtain Class E or B).
- Must provide a Vulnerable Persons Criminal Background Check and driver abstract.
- Ability to work effectively both independently and as part of a team.
- Flexibility to work various shifts, including evenings, nights, and weekends.

Benefits:

- Competitive salary (\$36,400 - \$81,468 per annum based on qualifications and experience)
- Comprehensive benefit package
- Professional development opportunities
- Supportive and collaborative work environment
- Opportunity to make a meaningful impact on students' lives

How to Apply:

Interested candidates are invited to submit their resume and cover letter detailing their relevant experience and availability, along with three recent professional references (including a letter of permission for KO Board of Education to contact these references), to:

Email: resumes@edu.knet.ca

Preference in hiring is given to members of the KO First Nations and Indigenous individuals from outside the KO First Nations. Qualified applicants are encouraged to apply.

Join our team and contribute to creating a supportive and nurturing environment for our students!

Closing Date: July 26, 2024