



GARDEN RIVER FIRST NATION IS HIRING

In the spirit of our ancestors and our Treaty, we endeavour to conduct ourselves in a manner that is consistent with the Seven Grandfather Teachings given to us by the Creator. We envision a harmonious community that is built on mutual respect that maintains a healthy balance through prosperity and well-being. Through these actions we intend to create a self-sustaining community that fulfills the emotional, physical, mental, and spiritual well-being of all members.



Position: Teachers' Assistant
Starting Wage: \$18.50 - \$20.35 (Pending Qualifications)
Location: 48 Syrette Lake Road, Garden River
Duration: Full-Time

OVERVIEW

The Teachers Assistant (TA) is responsible for helping our Lead Teachers in educating students at the GRFN Elementary School. The TA will work with students of various ages and educational needs, while learning how to craft effective lesson plans and organize classrooms. The TA will play a vital role in the classroom, working to support teachers working with individuals, or groups of students.

DEPARTMENT RESPONSIBILITIES:

- Help teachers prepare lesson plans
- Set up necessary material for classes (e.g. projectors, chemistry sets)
- Track student attendance and class schedules
- Review material taught in class with individual students with learning challenges
- Work with smaller groups of students for remedial teaching or reinforcing the learning process
- Escort and supervise students in field trips and school activities
- Make sure classrooms are safe and tidy before classes start
- Assist teachers with various tasks, like grading assignments and informing parents of their children's progress
- Help students adjust, learn, and socialize and report to teachers about possible behavioral issues
- Oversee students during non-classroom times including in-between classes, during lunch, and on field excursions.
- Collaborate with lead teachers to recognize issues students are facing and recommend solutions.
- Organizing, coordinating, and delivering Indigenous cultural and land-based educational opportunities
- Coordinating a Breakfast program for AIM students
- Participating in and organizing extracurricular activities
- Participate in community activities and training initiatives
- Other duties as may be required and/or assigned;

QUALIFICATIONS:

- Required two-year college diploma in a related field and/or an equivalent amount of education/experience may be considered, as deemed appropriate by GRFN;
- Required 3 years relevant experience working with First Nations Students;
- Ability to build a trusting relationship with students, teachers and parents;
- Training and experience working with students with autism is an asset;
- Ability to work underpressure;
- Ability to work independently and collaboratively as a member of a team;
- Flexibility required to keep pace with an ever-changing environment;
- Proven computer skills (including MS Word, Word Perfect, Excel, Internet, Outlook, Email);
- Ability to report to work as scheduled;
- Must undergo a criminal record check prior to employment **(At Applicant Expense)**

For a copy of the full job description please email employment@gardenriver.org and one can be forwarded

Interested applicants can email or drop off their cover letter, detailed resume, three work related references by: **April 8, 2024 @ 4:00pm** Please address the envelope and/or email **"Teachers' Assistant-2024-23"** and submit to:

Human Resources
Garden River First Nation
7 Shingwauk Street, Garden River, ON P6A 6Z8
Email: employment@gardenriver.org
Fax: [1-705-945-1415](tel:1-705-945-1415)

Date Posted: March 21, 2024.

The T.A functions within legislative requirements, regulations, policies and procedures and the Mission, Beliefs and Vision of the Garden River First Nation, and contributes to the accomplishment of the strategic priorities. Garden River First Nation offers full-time employees' employer matched pension, extended benefits (dental and vision), paid sick and vacation days.

Preference will be given to internal applicants and GRFN Band Members; Self-identification is encouraged. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

