



Employment Opportunity **TEACHER'S ASSISTANT** **HUL'Q'UMI'NUM' PROGRAM (X2)**

Reference No. QSL-QSE-TA-PERM-0522

PURPOSE: The purpose of the Teacher's Assistant - Hul'q'umi'num' Program position is to support delivering Hul'q'umi'num' language and cultural education to students in partnership with classroom teachers. This is a full-time permanent position scheduled to work 55-hours bi-weekly during the school calendar year and is required to primarily work at the school with minimal local travel required.

RESPONSIBILITIES:

Provide Cultural Support To Teachers at the Schools

- Assist students experiencing difficulty in completing in-class assignments by providing further explanation and guidance on course curriculum
- Assist the classroom teacher in tracking individual student performance throughout the year
- Provide individual and group instruction on cultural subjects and Hul'q'umi'num language
- Maintain order and manage student behaviours in partnership with classroom teachers
- Ensure a safe learning environment for all students
- Demonstrate positive role model behaviours to students
- Perform administrative duties, such as photocopying, marking and recording assignments, and class demonstrations as related to the program
- Provide guidance for the integration of Cowichan culture, values and language in classroom activities
- Engage in professional development, school events / activities and staff meetings to improve student learning
- Demonstrate positive role model behaviors to students
- Attend team meetings and debrief with team members regarding any student issues that arise and upcoming program activities
- Other related duties

EDUCATION AND EXPERIENCE: *(please attach all required documents)*

- Grade 12 or equivalent is required
- Completion of a certificate or diploma program in Early Childhood Education, Child & Youth Care, Teaching Assistant or a related field is an asset; First Nations Language certificate/diploma is preferred
- 2 years' experience working with children in a classroom setting
- First Aid certificate and knowledge of CPR procedures is an asset
- Criminal Record Check with vulnerable sector is required
- Effective December 1, 2021: full vaccination against COVID-19 is required to be eligible for employment at Cowichan Tribes. ***All individuals must show Proof of Vaccination as a mandatory condition of their employment***

SKILLS, KNOWLEDGE, AND ABILITIES:

- High level of fluency in the Hul'q'umi'num' language is an asset
- Well-developed knowledge and understanding of Cowichan culture, language and traditions
- Ability to deliver, prepare, implement and complete daily learning activities including Cowichan language, culture and traditions
- Ability to collect traditional materials and participate in Cowichan arts, craft and cultural activities
- Well-developed interpersonal, oral communication and teamwork skills
- Basic working knowledge of MS Office Suites
- Organizational skills

This position has a competitive salary that will be contingent upon experience and qualifications. Cowichan Tribes offers an excellent benefit/pension plan available after successful completion of probationary period.

HOW TO APPLY: Interested applicants are invited to submit a current resume, a detailed cover letter and three references. Applications must be sent to Human Resources via email before the deadline with the Reference Number in the subject line of your email.

Reference No. QSL-QSE-TA-PERM-0522

Cowichan Tribes Human Resources Department

Email: resume@cowichantribes.com

Website: <http://www.cowichantribes.com/member-services/human-resources/employment-opportunities>

Deadline: 4:00 p.m. on Tuesday, May 31, 2022