

**Employment Opportunity – Full Time**

**JP-2021-02 Learning Support Specialist**

**The Position**

Under the general supervision of the Wellness Centre Manager, responsible for the learning component of Shíshálh nation programs and services. They will provide a range of services for student and assistance with the Learning Circles and educational programs. The position is responsible for assisting in the creation of effective and innovative learning programs for children, youth, and adults.

### The Candidate:

* Assists students, individually and in small groups, with learning activities and/or independent study projects.
* Provides information to the tutors, Education and CMS teams via formal/informal communications.
* Operates or assists students in the operation of personal computers and other specialized instructional equipment/technology.
* Provide scheduled individual appointments with students who require one on one support.
* Liaise and collaborate with the Learning Circles team and SD46 supports as needed.
* Assists in implementation of instructional programs for designated students by monitoring, observing, recording, and reporting on behavioral, learning, and personal patterns.
* Observes and documents learner strengths, achievements and needs through daily learning activities. Assists in the collection of data and maintaining student records for the purpose of evaluating student progress.
* Prepares classroom and plans activities by gathering resources, including organizing and participating in field trips.
* May, on occasion, be required to perform other related duties as assigned.

**Qualifications, Skills and Abilities:**

* Minimum bachelor’s degree preferred in Education or diploma in combination of skills and training.
* An equivalent combination of education, training and experience will be considered.
* Excellent leadership, interpersonal and communication skills verbal and written.
* A comprehensive understanding of First Nations K-12 students and First Nations issues in British Columbia.
* Demonstrated ability to establish and maintain respect for and from students.
* Minimum of two (2) years+ working in or in a supporting role in an educational setting.
* Knowledge of current learning and student development theories would be an asset.
* Strong interpersonal and problem-solving skills.
* A valid drivers’ license and access to a reliable vehicle an asset.

Preference will be given to qualified shíshálh members, community members, and other First Nation’s members, Inuit, and Métis. We sincerely thank all applicants for their interest in the position, however only qualified applicants will be contacted for an interview.

**A full job description is available upon request. If you are interested in the position, send your cover letter and resume to Shree Comar (HR Generalist) at** [**scomar@shishalh.com**](mailto:scomar@shishalh.com)