



Job offer

Transition Student Support Worker Full-Time, Permanent

**MICMACS OF
GESGAPEGIAG is a
First Nations
government with
about one hundred
and ten (110)
permanent
employees whose
mission is to deliver
a variety of services
from education to
health care to
policing to the
members of the
community.**

Under the direct supervision of the Transition Manager, the Transition Student Support Worker will perform a variety of duties in providing appropriate services to high school students specifically from Gesgapegiag. The Transition Student Support Worker is the link between Education Services, school, families, and resource providers, ensuring that the students have access to available services. The worker will be responsible to coordinate, plan, and implement the delivery of the student supports, and administrative tasks.

The challenges of the job are:

- Attending transition meetings with school staff, parents, students and others.
- Facilitating the transition process by supporting students at the academic, social, family and personal level according to their needs.
- Working with students to develop skills such as organizational and time management abilities, and effective study habits.
- Maintain trust and confidentiality with students.
- Ensure collected data is kept confidential and safeguard student records.
- Submit reports to the supervisor.
- Raise awareness among teaching and non-teaching staff as well as stake holders in provincial schools attended by First Nation students to their needs, realities and issues.
- Identify, recruit and provide supports to students, in the classroom and during office hours.
- Assist students with tutorial supports, placement of students in work terms.

Qualifications required:

- Bachelor's degree or College studies in Special Education or Social Work.
- Good communication skills.
- Good computer and basic computer programs knowledge.
- Excellent communication skills in English.
- Mi'gmaq and French language an asset.
- Must have a valid Medicare card.
- Must have a valid driver's license.
- Clean criminal record.

Profile of the ideal candidate:

- Autonomous, possessing decision-making skills, excellent judgment.
- Sensitive to the social and cultural dynamics of First Nations communities, experience working in a First Nation context would be preferable.
- Skillful in planning and organization, experienced in teamwork.
- Skillful in conflict management.

Hiring priority: Given to Gesgapegiag Mi'gmaq followed by other Mi'gmaq, other First Nation persons and members of the general public.

Salary: Salary will be according to the salary scale in force, depending on experience.

Job location: Gesgapegiag

Date of assumption of duties: February 2021

All applications will be treated in a confidential manner.

**Send your cover letter and resume before
Friday, January 22nd, 2021, 12:00 PM (noon) to:
Susan Willett, Human Resources Generalist**

E-mail: susan.willett@gesgapegiag.ca