



Aboriginal Liaison Worker  
St. Joseph Catholic High School

**Job #155-08-17/18.** Full-Time, Temporary Aboriginal Liaison Worker (35 hrs/wk) (Maternity leave) to work with First Nations, Metis and Inuit (FNMI) students. Position to begin as soon as possible – March 2019. Salary as per the Collective Agreement: \$19.02/hr.

Duties include:

- Monitor and follow up student attendance
- Make contact with FNMI (First Nations Metis and Inuit) students to support their educational and personal development needs
- Collaborate with the student support team
- Build relationships with FNMI parents/community(i.e. home visits, orientation for new families, providing transportation to school events, invitations to the school)
- Engage with parents to identify and address issues and barriers to success for FNMI students
- Assist school staff in building relationships with FNMI parents
- Prepare a list of mentors in the community as well as community resources available to FNMI students and their families
- Provide opportunities for cultural programming
- Act as a positive role model for FNMI students
- Maintain confidentiality of sensitive information
- Attend and provide support at School Community Team meetings
- Monitor student absenteeism and tardiness
- Track data in the following areas: completion rates, FNMI parental involvement
- Provide advice to students as appropriate (includes referring families to community agencies)
- Perform other tasks as required by Principal or Designate

**QUALIFICATIONS:**

- Completion of Grade 12
- Ability to establish and maintain sound interpersonal relationships with students, families, school staff and community agencies
- Ability to carry out assigned duties independently
- Knowledge and understanding of FNMI cultures and values
- Certificate or Diploma in a Human Services field with related work experience would be an asset
- Fluency in the Cree language is an asset

**Position will be advertised until a suitable candidate is found.**

Forward a completed application form #467D (available on our website: [www.gpcsd.ca](http://www.gpcsd.ca)) with job posting number to: Human Resources, 9902 - 101 Street, Grande Prairie, Alberta, T8V 2P4, Phone: (780) 532-3013 / Fax: (780) 532-3430, Email: [humanresources@gpcsd.ca](mailto:humanresources@gpcsd.ca) Police Information check and Intervention Record check must be no older than 6 months upon hire.