

Special Education Lead

Employer: Thessalon First Nation

Posted: 12 months ago

ES Job ID: 4293

Sector(s): Education, Child Care

Closing Date: September 20, 2023

Location: Thessalon

Duration: Temporary

Job Description:

PURPOSE AND SCOPE:

The Special Education Lead will work within the Thessalon First Nation Education program and is responsible for ensuring special needs students are assessed and receive adequate supports to promote academic success. The Special Education Lead will assist in behaviour planning and consultation services to caregivers, families, and those with Autism Spectrum Disorder, other developmental disorders, and behavioural challenges. The Special Education Lead will work in collaboration with other members of the Education team and will be a key component of the student's circle of care.

DUTIES AND RESPONSIBILITIES:

- Mentor, support and foster positive academic, career, and personal development with Thessalon First Nation students and families within the special education program.
- Participate in the assessment process of children's needs in all developmental domains by conducting referrals.
- Support the behavioural treatment plans and goals.
- Attend case management meetings as needed with applicable staff in the education department.
- Maintain and promote supportive relationships with students, parents, and the community to ensure academic success and positive personal development by engaging with teachers, principals, school boards, social services and indigenous agencies, and assist in organizing education events.
- Conduct referrals for student families to address any academic, attendance, behavioural/emotional, and special education needs for their academic and personal development.
- Manage confidential and sensitive documents according to applicable privacy legislation to build and maintain trust with student families and external agencies.
- Coordinate required assessments for students from external vendors in locations (schools) as required.
- Advocate with schools for youth who may require additional supports, assessments, or updated assessments to best support their academic and personal development.
- Address conflicts at the school board level with respect to special education students and advocate for the best level of service for Thessalon First Nation students.
- Coordinate continuous transition planning for all students beginning with entry to school, year to year, school to school, and post secondary/adulthood.
- Positively represent and promote Thessalon First Nation on external committees as deemed relevant by immediate supervisor; exchanges information and keeps informed of the changes and trends that can be beneficial to the First Nation.
- Responsible for the overall supervision of the Aboriginal Support Workers including but not limited to setting employee goals, objectives, monitoring workers productivity, responding to complaints or concerns, performance management, and progressive discipline.
- Provide guidance, support and direction to our Aboriginal Support Workers who liaise and advocate on behalf of our students with exceptional needs within the school.
- Coordinate on-going in-service training for Aboriginal Support Workers.

- Act as a resource for school administration and staff to raise awareness and understanding of cultural, personal, and community issues that may impact on the success of our students.
- Foster and encourage a positive environment which promotes a team approach to planning and development, service delivery and problem solving.
- Develop and recommend the special education programs' priorities, policies and procedures, and communicate to members of the organization, community, families, and external organizations.
- Other duties as assigned.

Required Skills:

- Required Honors Bachelor of Social Work degree or College Diploma in human services;
- Strong background in Special Education with knowledge of crisis behaviour, intervention, executive functioning challenges and generalized learning difficulties;
- Direct experience working with children and families, preferably within a First Nation or Indigenous organization;
- Experience in a clinical environment providing Children's Mental Health services;
- Be able to provide broad academic support;
- Approach stressful situations calmly and professionally;
- Knowledge of theories of counselling and counselling techniques, assessment methods and practices, childhood development stages, classroom management techniques, nutrition, evaluation techniques;
- Knowledge of the Indian Act (with specific reference to education) and Child and Family Services Act (with specific reference to First Nations) considered an asset;
- Have a team focused approach;
- Knowledge of First Nations culture and traditions;
- Strong written, verbal, and presentation communication skills;
- Strong computer skills in Microsoft Office word, excel, outlook, zoom, etc.
- Must have a valid driver's licence and access to a reliable vehicle; and
- Current standard First Aid including CPR;

How to Apply:

Qualified individuals are invited to submit a cover letter along with a current resume, certificates, diplomas, along with three current work-related references to dmonette.tfn@vianet.ca. Please ensure that "Special Education Lead" appears in the subject line. Below is the link to apply directly to our organization.

Posting Deadline: September 20, 2023