



**KEEWAYTINOOK OKIMAKANAK SECONDARY
STUDENT SERVICES (KOSSS)**

Thunder Bay, Ontario P7B 3C2
Phone: (807) 346-4204 Ext. 1709
Fax: (807) 346-4330
Toll Free: 1-888-893-4111

**Keewaytinook Okimakanak
KOSSS Student Support Worker Required**

Keewaytinook Okimakanak Secondary Student Services is looking to fill one Student Support Worker position. The Student Support Worker will work out of **Thunder Bay, Ontario** and will commence in August 2013. The grade 9-12 students will be coming from our First Nation communities of Fort Severn, Keewaywin, Deer Lake, North Spirit Lake, Poplar Hill, and McDowell Lake.

KOSSS Student Support Worker should possess:

Qualifications

- Must have training in Education/Teaching/ or Social Work background (Degree/Diploma will be an asset)
- High expectations for all students
- Familiarity with First Nation Culture
- Ability to speak one of the local dialects is an asset
- Valid class G Driver's License
- Must be willing to provide a police criminal and vulnerable reference check
- Must have proficiency with Microsoft Office, Knet email & database.

Desired Experience

- Knowledge of child development—specifically of physical, emotional, and developmental patterns
- A team player with experience working in a collaborative environment
- Professional manner and appearance
- Ability to listen to and communicate with parents and see parents as a resource
- Possesses conflict resolution skills
- Is patient and caring
- Demonstrate effectiveness in personal and office management skills
- Uses good organizational skills to meet the needs of the clients
- Believes successful learning comes from a collaboration between all student service providers

- Is capable of working with small and large groups of students
- Experience in school and counseling environments
- Willing to work beyond working hours
- Ability to use computer programs and compile reports
- Willing to learn and to adapt to new programs and approaches under KOSSS program

Duties will include, but may not be limited to:

- Transport student to appointments, school, airport, and other
- Plan and provide support for implementing KOSSS extra-curricular activities
- Supervise and monitor students attendance, academic progress, and behavior
- Implement and plan student case conferences
- Encourage and support Student academic tutoring sessions
- Recruit, Screen, and support Boarding Homes/parents.
- Provide emergency assistance and support for Students, Parents, and Boarding homes.
- Travel within KOSSS communities and KOSSS student sites when needed.
- Adhere to KOSSS policy and procedures

Salary will be based on a combination of qualifications and experience.

Deadline for the above Positions is: July 31, 2013 by 1:00 P.M. CST

Please FAX or E-Mail Resumes to:

Keewaytinook Okimakanak Secondary Student Services

Thunder Bay, Ontario P7B 3C2

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PHONE: (807) 346-4204 Ext: 1709

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