

INVITES APPLICATIONS FOR THE FOLLOWING POSITION

Position:	Student and Family Engagement Worker
Location:	Jack River School
Start Date:	As soon as possible
Hours/Days/Months:	7.25 hours/day, 5 days/week, 12 months/year
Term of Employment:	Permanent
Salary:	\$33.64/hour to \$40.40/hour (Based on academic qualifications)
Unionized/Non-Unionized:	Non-Unionized
Application Deadline:	Open Until Filled

The Student and Family Engagement Worker, under the direction of the Principal, is responsible for developing and strengthening school-family relationships and provide support to school staff to improve student presence in school.

QUALIFICATIONS

- Post-secondary education in human/social services, community development, Early Childhood Development, Social Services care or a related field from a recognized post-secondary institution or an equivalent combination of training and experience.
- Previous experience working in a conflict resolution and/or family enhancement role preferred.
- Experience working with youth in an educational setting or community programming working with community groups.
- Demonstrated ability to implement safety measures and protocols for home visits.
- Ability to effectively engage with students, families and staff to support positive school-community relationships.
- Possess a positive attitude and work ethic.
- Knowledge and understanding of Indigenous Way of Life.
- Proficiency in local language would be an asset.
- Ability to prioritize multiple demands and effectively manage time.
- Capacity to maintain confidentiality.
- Ability to develop and accurately update records, ensuring confidentiality is maintained.
- Aptitude to work independently and in a team setting.
- Proficiency in the operation of computers and word processing applications.
- Valid Manitoba Class 5 Driver's License.

DUTIES AND RESPONSIBILITIES

- Works with school staff, students, families and administration to identify barriers and needs to improve student presence and participation in school.
- Works with the Principal to identify students requiring intervention.
- Assists school staff with creating strategies to develop and maintain connections with parents and students.
- Supports relationships between teachers, parents and students and promotes a welcoming school environment through home visits.
- Networks and collaborates with community groups, agencies and business to help mobilize resources.
- Establishes and maintains a parent/community room with a lending library of books/resources.
- Conduct/coordinate survey needs assessment.
- Assist in the development of newsletter or information flyers.
- Assists in the recognition of students, parents, teachers, and community partners/stakeholders that participate /contribute in community activities
- Participate in events and activities related to the Community Schools Program
- Organizes and coordinates workshops for parents/community members on a variety of topics including nutrition, parent education, literacy/numeracy programming, awareness, basic computer skills, Indigenous cultural programming.
- Maintains daily activity logs and prepares data/reports as required.
- Conducts oneself in a manner appropriate to a professional learning environment.
- Flexibility in hours of work and home visits may be required

Applications should include a cover letter, current resume and a list of three professional references including contact numbers. Consent to contact references is also required.

Thank you for your interest; however, only applicants selected for an interview will be contacted. By applying, you consent to the Division contacting your references. As a condition of employment, the successful candidate will be required to submit a clear Criminal Record Check (including Vulnerable Sector Check) and Child Abuse Registry Check, at their own expense. Further information is available at www.fsdnet.ca

Reasonable accommodations are available for persons with disabilities on request.

Forward application package to:
Ms. Candace Wilson, Area 5 Superintendent
Frontier School Division
Norway House, MB R0B 1B0
Fax: (204) 359-6897
Email: candace.wilson@fsdnet.ca
Posting Date: February 21, 2025

