Community Liaison Worker – Aboriginal Education
1 – Acting Position
Aboriginal Education
CUPE Local 4400, Unit C – Grade M (School Year)
$33.05 per hour

(It is anticipated that this acting assignment will end on May 11, 2018)

The Toronto District School Board adheres to equitable hiring, employment and promotion practices. Individuals of First Nations, Métis and Inuit background are strongly encouraged to apply.

Reporting to the Central Coordinating Principal, Aboriginal Education, the Community Liaison Worker – Aboriginal Education will develop new (and strengthen existing) partnerships within the Aboriginal community to enhance family/community involvement.

The Community Liaison Worker will work with schools, parents and community resources in specified communities to develop school community activities and projects, which address the needs of Aboriginal students, families and schools. These activities and projects will support school and system initiatives relating to Aboriginal education, community outreach and parent engagement, equity, inclusive schools, literacy, numeracy, tutoring/mentoring, interventions for students at risk and school community safety.

Summary of Duties:
- Work with schools and local agencies to establish community-based programs, which support literacy and numeracy and First Nation, Métis and Inuit student wellbeing in elementary and secondary schools (e.g. community reading programs, homework clubs, tutoring, Restorative Justice programs, young women’s circles, etc.);
- Work with schools and Aboriginal agencies to organize parent support programs in various neighbourhoods designed to provide Aboriginal parents with the knowledge and skills they need for effective parenting and school engagement (e.g. after school parent/child programs);
- Work with schools to organize activities for First Nation, Métis and Inuit youth, which will positively affect their educational aspirations (e.g. “Aboriginal Artists/Elders in the Classroom” school visitation program, Aboriginal role model program, student leadership program, post-secondary transitions programs, etc.);
- Support Aboriginal community forums and networks for information and to obtain input on educational issues and needs (e.g. Aboriginal Community Advisory Committee);
- Support Aboriginal community members as required in navigating TDSB policies and procedures;
- Establish a network of local Aboriginal agencies, residents and parents, and school representatives to provide advice, support and resources to TDSB schools;
- Pursue partnership opportunities (e.g. Native Canadian Centre, Native Child and Family Services of Toronto); and
- Other related duties as assigned.

Qualifications:
- Two year community college diploma in social sciences (e.g. Social Service Worker, Native Child and Family Worker) with three years Aboriginal community development experience working in a community based environment, or an equivalent combination of education and experience;
- Knowledge of Aboriginal community agencies and issues facing the Aboriginal community;
- Strong group facilitation, consensus building, and problem solving skills;
- Sound understanding of the structure and operation of the school system;
- Knowledge of legislations and policies relating to Aboriginal students;
- Ability to work effectively with staff at all levels of the system and with trustees;
- Ability to work effectively with socio-economically and diverse communities;
- Strong interpersonal, teamwork, organizational and communication skills including presentation skills;
- Research and report writing skills; and
- Proficient keyboarding skills and expertise in the use of computer technology (e.g. e-mail, internet, presentation packages and word processing).

Special Requirements:
- Provision of own vehicle for Board Business;
- Travel across the TDSB sites;
- Ability to work evenings and occasional weekends in order to meet client needs.
Location: This position will be located at 16 Phin Avenue (wheelchair accessible)

Hours: 35 hours per week (flexible hours to accommodate evening duties).

Work Year: School Year

Notes:
1. It is anticipated that interviews will take place within two weeks after the closing date of this competition.
2. It is anticipated that the successful applicant will commence as soon as possible and practical.

Please note:
Applications must be submitted using the TDSB Application Form:
1. in résumé form with a covering letter
2. with competition # CUPE C-16-0364UTE in the subject line of the covering letter
3. no later than 4:30 p.m. on March 28, 2017

Please visit our site to apply for this competition at:
- http://www.tdsb.on.ca/AboutUs/Employment/SupportStaff/PermanentandLongTermOpportunities/AdministrativeandTechnical.aspx

Only applicants selected for an interview will be contacted. Applications will not be acknowledged in writing.

We strive to meet the accommodation needs of persons with disabilities. Applicants are encouraged to make their needs for accommodation known in advance, during the application process.