

TITLE: Aboriginal Hul'q'umi'num Language Tutor
SECTION: Department of Learning Services
REPORTS TO: Director of Instruction, Aboriginal Education

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SUMMARY

Under the direction of an Administrative Officer, curriculum specialist, or delegate, and in co-operation with the Aboriginal Communities, provide curriculum tutoring services to Aboriginal students seeking specific academic assistance including home visits as necessary.

DUTIES

1. Assists in facilitating the delivery of Aboriginal culture and Hul'q'umi'num language to Aboriginal and non-Aboriginal students.
 2. Assists teachers in the integration of Aboriginal content and perspectives into existing curriculum.
 3. Regularly communicates with Aboriginal elders, Hul'q'umi'num teachers and community members for advise and feedback regarding Aboriginal culture and language information and resources.
 4. Collaborates with the Aboriginal Education department to assist in developing Aboriginal Culture and language programs/resources and includes sharing advice and feedback received from Aboriginal elders and community members.
 5. Provides advice and promotes awareness of aboriginal culture to school staff and students.
 6. Maintains files and records of services provided to individual students and the school as a whole through use of targeted funding.
 7. Provides a positive Aboriginal role model for students.
 8. Operates a personal computer, laptop, photocopier, fax machine, and/or other technology for educational purposes.
 9. May, on occasion, be required to provide other related duties in support of Aboriginal students, as assigned by the Director or Designate.
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QUALIFICATIONS

- High school graduation or the equivalent.
 - Currently enrolled in 3 year DST certificate program with completion of 1 year.
 - Demonstrated understanding of Aboriginal culture, heritage and the current context, with a minimum of 3 years' experience.
 - Demonstrated ability to establish and maintain respect for and from students.
 - Excellent leadership, interpersonal and communication skills.
 - Ability to utilize a personal computer and standard classroom and office equipment.
 - An awareness of the requirement for confidentiality of sensitive information seen or heard.
 - Ability to utilize a personal computer and standard classroom and office equipment
 - Valid class 5 BC Driver's Licence.
 - Ability to consult with parents, Aboriginal communities, professional staff and community resources.
 - Ability to maintain accurate records.
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