

**TITLE:           MULTICULTURAL SUPPORT WORKER**  
**SECTION:**           Learning Resources  
**REPORTS TO:**       Director of Instruction - Learning Resources

**#133**

---

## **SUMMARY**

Under the general direction of the Director of Instruction - Learning Resources and in consultation with school-based administrations, facilitates communications in home/school environments and provides consultation and liaison services to students and parents/guardians of the identified cultural group, to school personnel and cultural communities in the school district.

---

## **DUTIES**

1.     Assists professional staff to provide orientation services to students from culturally diverse backgrounds in their first or spoken language with respect to educational, social family, cultural, emotional and career needs.
2.     Communicates with families and school personnel, resolving cross cultural conflict, involving community agencies, facilitating cross cultural understanding and, under the direction of the teacher, provides educational assistance to students when required.
3.     Communicates between home and school regarding educational and/or social development of students as directed, and visits homes to clarify educational and cross cultural concerns.
4.     Assists teachers, administrators, psychologists and counsellors, with the placement of ESL students by obtaining information about students from members of their families concerning levels of education the students have achieved; by translating and interpreting assessment results provided by other schools; by translating relevant information from other schools; and by participating in the initial interview at the reception centre.
5.     Participates in activities that build cross cultural understanding including: helping to develop and deliver appropriate workshops; promoting cross cultural understanding; organizing various activities such as cooking, dance, music and art.
6.     Facilitates academic assistance in collaboration with other school personnel and assists with school integration and orientation activities. Encourages parental involvement in school activities.
7.     May be required to provide services at more than one location with the district.
8.     Assists students to build self esteem and to become role models within the framework (context) of their culture, school and community.
9.     May on occasion be required to perform other related duties as assigned.

---

## **QUALIFICATIONS**

- High school graduation or the equivalent.
- Specialized training in acculturation, childcare work or social work, and a minimum of two years related experience or an equivalent combination of training and experience.
- Excellent leadership, interpersonal and communication skills.
- Ability to maintain the confidentiality of sensitive information.
- Demonstrated ability to establish and maintain respect for and from students.
- Valid BC Class 5 Driver's Licence.
- Sound written and spoken knowledge of English and proficiency in the language of students in the identified cultural group.
- Knowledge of culture and an understanding of the problems, concerns, strengths and traditions of the identified cultural group, together with the ability to assist with the bridging of

- cultures.  
· Ability to utilize a personal computer.

---

*JE: 1994.09.06/1994.12.01; 1999.02.11*

*School District 68 (Nanaimo-Ladysmith)*