



CHIPPEWAS OF NAWASH UNCEDED FIRST NATION

Ojibway Language Teacher



Program:	Chippewas of Nawash Unceded First Nation Board of Education
Reports To:	Principal, Chippewas of Nawash Unceded First Nation Elementary School
Term of Employment:	Staff shall be assigned salary as determined by the salary grids of the Chippewas of Nawash Unceded First Nation Board of Education.
Wage:	
Hours of Work:	8:30-4:30pm; some evenings may be required

JOB PURPOSE

The Ojibway Language Teacher delivers the Ojibway Language programming to grades Pre-K to Grade 8 and promotes Anishinaabemowin acquisition for educational staff. The position provides assistance and support to teachers and requires that the employee work as part of a delivery team at the school.

KEY DUTIES AND ACCOUNTABILITIES

Essential Duties

- Under the direction of the Principal, the Ojibway Language Teacher will plan and follow lesson plans and provide assisted instruction in accordance with lesson plans.
- Under the direction of the Principal, the Ojibway Language Teacher develops Anishinaabemowin curriculum-based activities for students.
- Under the direction of the Principal, the Ojibway Language Teacher develops daily lesson plans.
- Under the direction of the Principal, the Ojibway Language Teacher, develops accommodated lessons/activities for children with learning difficulties, behaviours and/or emotional difficulties with support from the Special Education Teacher/Team as needed.
- Under the direction of the Principal, the Ojibway Language Teacher will undertake supervision responsibilities.
- Attend all staff meetings.
- Under the direction of the Principal, the Ojibway Language Teacher, will direct students who require time out from the classroom to a specified quiet area and/or inform the office staff of such needs.
- Keep classroom records and assessments, and will prepare progress reports at the scheduled times of the year pertaining to all students participating in the Ojibway Language Program.
- Keep the Classroom Teacher and the Principal informed of matters relevant to achievement and behaviour of assigned student(s).
- Participate with student(s) in school-wide activities, when required.
- Become familiar with and adhere to the Chippewas of Nawash Unceded First Nation Board of Education Policies and Procedures.

- Maintain the highest degree of professionalism when dealing with students, their parents/guardians, the Principal and teaching staff, community, school and Board Officials.
- Participate in professional development as recommended by the Principal and deemed appropriate by the Board.
- Observes and maintains at all times strict confidentiality, acknowledging that breach of confidentiality is grounds for immediate dismissal.
- Under the direction of the Principal, assist in the daily disciplinary procedures required to maintain a safe, effective learning environment.
- Be an effective lifestyle role model to students.
- Maintain confidentiality as defined in Policies and Procedures.

Related Duties

- Provide operational support as required within a team environment.
- Perform other duties related to the position as deemed necessary by the Principal.
- Assist Board team members as requested or necessary, subject to time availability, knowledge, experience and supervisory approval.
- Ability to apply Health and Safety policies and procedures.
- Undertake appropriate training as required.
- Be accountable to the Principal, other Team members, students and parents for the performance of the above duties in an honest, timely, and professional manner.

REQUIREMENTS

Education and Experience:

- Post-Secondary graduate of a Native Language Teaching program, preferred.
- Must have working knowledge in Anishinaabemowin; fluency is the preferred qualification.
- Must have a minimum of three (3) years of instruction or classroom experience.
- Must have demonstrated effective classroom management skills.

Knowledge, Skills & Abilities:

- Current knowledge of curriculum, policies, procedures, legislation, needs development and practices for Education delivery in First Nation communities.
- Effective working knowledge and understanding of Anishinaabe heritage and willingness to promote Anishinaabemowin, culture, tradition and history as part of curriculum.
- Must have demonstrable skills utilizing a variety of supportive technology such as computers, language masters, CD recording and local radio station equipment.
- Must be able to provide mainstream language support in translation, resource labelling of the building, etc.
- Must be able to develop curriculum, evaluate the effectiveness of the program and make recommendations to improve the program.

- Must be able to generate resource materials, picture files, pattern charts, language experience charts, booklets, etc.
- Ability to promote team development and work as a team member.
- Knowledge of Native Culture and Psycho/Social Dynamics of a First Nations Community.
- Ability to maintain a professional code of ethics as outlined by the Ontario College of Teachers.
- Must function well in meeting deadlines.
- Must become familiar with IPRC policies, procedures, needs and requirements for effective service delivery in First Nation Education.
- Demonstrate a high level of tact and discretion dealing with students, parents and staff.
- Be an effective manager of time and resources, and be willing to take training as required.

Designations, Licences & Requirements:

- Criminal Reference check, CAS check and Current Medical confirming fitness to fulfil duties outlined in the job description including current immunization record and T.B. test required, if employment is offered.
- Must have a valid Ontario Driver's License and access to reliable transportation.
- First Aide/CPR an asset.

PROBLEM SOLVING & COMMUNICATION

- Ability to work with a minimum of supervision demonstrating flexibility and problem-solving abilities
- Ability to work cooperatively in a team approach
- Strong oral and written communication

DECISION MAKING & IMPACT

- Work with minimal supervision
- High attention to detail and decision making in choosing what to include in lesson plans

WORKING CONDITIONS

1. Physical Demands – Long periods of sitting, standing, typing and some walking. Lifting of some objects not exceeding 10 pounds
2. Environment – Mainly an office environment and indoor locations with some exposure to outside during travel or outdoor learning activities. Minimal exposure to hazardous material (cleaning supplies)
3. Mental Effort – Accuracy of reports, investigations and meeting deadlines, interactions with members of the public and relevant governing/corporate officials.
4. Position Type/Expected Hours of Work – Regular full-time hours of 37.5 hours per week with availability for evening and weekend work as required.

This job description is intended to convey information essential to understanding the scope of the position and it is not intended to be an exhaustive list of experience, skills, efforts, duties, responsibilities or working conditions associated with the position.

I hereby acknowledge and agree to comply with the above description necessary to fill the position.

Employee Name **Employee Signature** **Date**

Supervisor Name **Supervisor Signature** **Date**