



## **EMPLOYMENT OPPORTUNITY – STUDENT SERVICES TEACHER (TEMPORARY FULL TIME)**

Sweetgrass First Nation is currently accepting applications for a **TEMPORARY FULL TIME STUDENT SERVICES TEACHER** for the remainder of the 2023-2024 school year. Sweetgrass School is a K4 to Grade 7 school, with approximately 70 students. The school is operated on the Sweetgrass First Nation, located about 35 km west of North Battleford, SK. Responsible to the school Principal, the STUDENT SERVICES Teacher will work to provide a learning environment that meets the needs of individual learners and align that program with First Nations ways of knowing, learning and understanding. The position may involve other general teaching or support duties as determined by the caseload and needs of the school.

### **Schedule A – Duties and Responsibilities of the Student Services Teacher**

Under the supervision of the Principal, the Student Services Teacher will perform the following duties and responsibilities:

- Work as part of a team to plan and prepare appropriate content, curriculum and activities that align with the learning needs of all students
- Work as part of team to set learning goals and create individualized education plans for designated students, assess their progress, and record their evaluations;
- Update parents on the progress of their students and enlist parental support with behavior control and home activities designed to supplement their classroom lessons;
- Develop academic and social/life skills programming for students with special needs in a flexible and supportive learning environment;
- Assist in the preparation of lesson plans and conducting and interpreting appropriate assessments for students with additional learning needs;
- Communicate and effectively report, in a timely manner with the Education Program Manager, Principal, teachers, and parents of students, as well as federal reporting organizations;
- Mentor, supervise and train classroom teachers and education assistants to implement best practice in classroom management and learning adaptations for students with special needs;
- Participate in meetings, staff supervision, extra-curricular and community events
- Promote and maintain high standards of behaviour, respect and safety within the program
- Support families with open, ongoing communication
- Maintain, in cooperation with colleagues and with the Principal, good order and general discipline in the classroom and on school premises;
- Cooperate with supervisors, consultants and other personnel and undertake personal initiatives in activities intended or designed to enhance in-service professional growth and the development of professional competence and status;
- Assisting in delivery of classroom or catalyst programming as time permits, and,
- Other reasonable duties as directed by the supervisor.

### **Position Qualifications:**

- Possess a Bachelor of Education or higher qualification and a valid SK teaching certificate
- Experience working in a student services role



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- Models a strong work ethic as well as high standards of commitment
  - Must have an awareness and appreciation of First Nations culture
  - Fosters school mission, values and sense of community through student-centered decisions
  - Effectively communicates with staff, parents and students
  - Maintains professionalism through all school interactions and activities
  - Values continual growth and development of school programs and curriculum

Applications will be accepted until a suitable candidate is found. Interested applicants can apply by submitting a cover letter, their resume with three references, a current Criminal Records and Vulnerable Sector Check, and proof of qualifications to:

**Patrick Bugler, Director of Education**  
**patrick.bugler@tsec.ca**  
**or by Fax: (306) 446-0317**

The community of Sweetgrass First Nation appreciates all interested applicants and welcomes all applications. However, only those selected for an interview will be contacted.