Teachers – Grade 4, 5 and Grade 6, 7, 8

*Spirit Bay Elementary School*

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| Position Title:  Teacher | Type:  Full-Time |
| Department:  Elementary | Supervisor:  Elementary Principal |
| Position Safety and Security Requirements: | |
| Not applicable  Safety Sensitive Position  Criminal Record Check | Credit Check  Vulnerable Sector Check  Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

The Teacher is responsible for delivering knowledge to students by guiding them in learning activities that follow teaching curriculum while incorporating traditional cultural elements. They will engage students through learning materials to ensure the understanding of important topics by students. The incumbent is responsible for developing a teaching plan and monitoring student progression to ensure they meet learning objectives. They will also implement additional learning strategies to support students who learn at different paces.

# Primary Job Responsibilities:

## Main Responsibilities

* In collaboration with the Elementary Principal, design and implement programs to support the overall development of students in compliance with provincial regulations and while incorporating cultural considerations.
* Develop engaging activities that encourage learning through play, exploration, and creative expression tailored towards children.
* Support students by providing a positive and knowledgeable school experience.
* Develop programming and instructional material for students to support learning efforts.
* Develop, monitor, and report on teaching plans tailored for students.
* Identify learning problems potentially experienced with students and escalate the situation to the Speech & Language Support Worker and the Developmental Support Worker for additional support and guidance.
* Supervise students in classrooms, hallways, recess, or lunch as required to ensure a safe and positive environment for children.
* Maintain a clear, organized, and safe learning environment and classroom for students.
* Ensure all programs and initiatives are compliant with educational legislation and requirements.
* Manage student files ensuring confidentiality requirements are maintained.
* Maintain a clear, organized, and safe learning environment and classroom for students.

## Relationships

* Demonstrate respectful behaviour and actions aligned with the culture and values of Biinjitiwaabik Zaaging Anishinaabek (BZA).
* Maintain and foster a network with medical professionals, social workers, and community leaders to create a holistic support network.
* Maintain respectful and professional relationships with all personnel, students, and parents appropriate to an education institute which provides services to children.
* Be respectful and unbiased in carrying out your work responsibilities.
* Promote, provide, and practice a positive work environment aligned with the culture and values of BZA.

Performs other duties and responsibilities as necessary in the performance of the position and as assigned by Supervisor.

# Knowledge, Skills, and Abilities:

* Strong interpersonal skills with the ability to engage young learners with diverse learning styles.
* Excellent communication and coaching skills.
* Strong computer skills with the ability to guide others in using basic computer functions.
* Proven ability to leverage technology to improve student learning.
* Good time management skills with the ability to prioritize multiple tasks and pay attention.
* Ability to work independently with minimal supervision.
* Understanding of learning principles and educational design.
* Knowledge and demonstrated integration of innovative teaching or delivery techniques and tools, including those specific to supporting learning disabilities or differences.
* Ability to build relationships with students, parents, and external service providers.
* Ability to relate to youth of multiple ages and support their growth and development.
* Ability to uphold confidentiality requirements related to student information.
* Strong organizational skills with the ability to plan lessons and learning plans

Experience:

* At least one (1) year of experience teaching and developing curriculum.
* Experience working in a First Nation’s school environment is an asset.

# Education:

* Bachelors degree in Education, Arts, or Science is required.
* Teaching degree or certificate is required.

Working Conditions:

1. *Physical Effort:* This position requires moderate sitting with regular walking and standing periods.
2. *Work Environment*: Duties for this position are typically performed indoors in a classroom setting with weekly land-based meetings when the weather permits.
3. *Mental Demands*: This position is at times in a busy environment, subject to regular distractions by external and internal persons making requests. At times, this position may have to handle difficult and demanding personal interactions. A flexible mindset with strong planning and risk management aptitudes are required.

# Other Requirements:

* Follow all Biinjitiwaabik Zaaging Anishinaabek (BZA) policies and procedures and display a commitment to the values and culture of the Biinjitiwaabik Zaaging Anishinaabek (BZA)
* Understand and follow all human resources policies through respectful behaviours and actions aligned with the culture and values of Biinjitiwaabik Zaaging Anishinaabek (BZA).
* Awareness of recent, historical, and intergenerational trauma that Indigenous children and their families may have experienced. Including the psychological, neurological, physiological, social, and spiritual impact of trauma.
* Uphold the reputation of Biinjitiwaabik Zaaging Anishinaabek (BZA) through individual actions and behaviours.
* Follow workplace expectations including attendance and assigned work activities.
* Ability to successfully and periodically undergo an appropriate criminal and vulnerable sector check is required.

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| Employee’s Statement | |
| I have been given the opportunity to read and comment on the content of this position description. | |
| Name of Employee | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**  Signature Date |
| Supervisor’s Statement | |
| This job description accurately describes the responsibilities assigned to this position. | |
| Name of Supervisor | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**  Signature Date |