



## **Job Posting: Community Educational Liaison**

***40 hours (5 days) a week – Salary: \$45,760 a year  
12-month Contract, renewable subject to funding***

***Group Insurance Benefits and Pension Plan after 3 months – flexibility to work from home on occasion***

Come and be part of the Glooscap team! The Community Educational Liaison position is an exciting new role and the successful candidate will be responsible for working with Glooscap students at 3 local schools. They will provide a holistic approach to services/care for the students not just academically but also socially, outside of the school environment and during the summer. Reporting to the Director of Administration, the Community Educational Liaison will work with the Principals of the three schools as needed, Glooscap's Education Officer and other Glooscap staff.

The Community Educational Liaison will work collaboratively with other school staff and various professionals involved in the child's circle of care by providing support to increase the student's personal growth opportunities and enable them to experience success in a variety of areas. The position will be based the majority of time at the 3 schools Glooscap children attend; office space will be provided. During the summer, space will be made available at the Glooscap Band Office and there will be flexibility to work from home on occasion once the position is up and running. This is a 52 weeks per year position.

### **Duties and Responsibilities:**

- Be an advocate for Glooscap's 39 students and their families in an educational context. Work with Glooscap community families on establishing positive relationships between the family and their children's school/s;
- Liaise with services providers to meet the needs of the student (social, emotional, physical and mental). Work efficiently with all external agencies;
- Liaise with representatives of AVRCE including L.E. Shaw Elementary school staff, Horton High School staff and Hantsport School Staff;
- Work to alleviate and problem solve concerns between the schools, the families, and the Glooscap community;
- Facilitate positive interactions among all students;
- Coach and mentor students to build self-esteem;
- Act as a navigator, accompanying students to school related appointments. Providing transportation, encouragement, and support;
- Write recommendation letters when needed (Jordan's Principle, NIHB, etc);
- Provide transportation to students for school events or appointments;
- Record data and observations and maintain client files - always adhering to confidentiality and privacy;
- In the summer months provide for students:
  - o Weekly reading workshops with students
  - o On the land-based learning workshops
  - o Cultural learning opportunities including but not limited to language classes, classes on the histories of treaties, drum making, medicine pouches, traditional cooking, growing traditional medicines and harvesting them, and lessons on the Seven Sacred Teachings.
  - o Assist with facilitation of Glooscap summer camps and educational day trips.



- Any other duties as required, including participating and helping to organize Glooscap events that occur from time to time.

**Requirements for this position:**

- Human Services Diploma or similar qualification or equivalent work experience;
- Knowledge and experience working with Mi'kmaq communities and organizations a strong asset;
- Able to work under pressure to achieve objectives while maintaining personal health and boundaries;
- Effective communication both oral and written. Regular written reports will be required;
- Able to work independently and utilize strong time management skills to meet deadlines;
- CPR & First Aid, Non-violent crisis intervention training, considered an asset;
- Criminal Records Check, Vulnerable Sector check and Child Abuse Registry check required;
- Strong computer skills using the Microsoft Word Suite of programs;
- Must possess a valid driver's license and have access to a reliable vehicle;
- Mi'kmaq of Nova Scotia ancestry and ability to speak the Mi'kmaw language will be considered an asset.

If you have any questions, or to apply, please submit your resume  
by email to [vpearson@glooscapfirstnation.com](mailto:vpearson@glooscapfirstnation.com).

Application deadline: **Wednesday February 7th – 4 pm.**

*All candidates are thanked for their application however only those invited for interview will be contacted.  
Preference will be given to Indigenous candidates where all other things are equal.*