

JOB POSTING DETAILS

Job Title	Student Mentor	Job Type	NA
ES Job ID	3607	Duration	NA
Date Posted	August 25, 2022	Location	Cutler
		Closing Date	October 31, 2022

Job Overview - Description & Duties

Student Mentor

The Student Mentor is there to assist and define what success is for the student and then ensure the student's success in education. This position is to help and support native students in their academic journey and to provide guidance and support through behavioural concerns and issues by working collaboratively with the teacher in the classroom

Position Duties

- To meet the student's needs as they present themselves.
- To provide guided study and general studies support,
- Work collaboratively with the student services team and the Principal addressing any issues or problems as they arise
- Complete daily student logs in attendance reports
- Assist in the classroom, according to the directives from the teacher.
- Prepare materials and activities for students. ? Work with individuals and small groups of students in and outside the classroom.
- Facilitate social interaction and acceptance of students with special needs with other students.
- Participate in case conferences and resource meetings as required.
- Participate in in-service and training workshops.
- Offer observations and comments on student activities.
- To work collaboratively with the Director Of Education and all other education workers
- To assist in partnership with the Teachers and Counselor and the Principal
- To help create personalized programs for "At Risk" Students
- To follow the intent of the standards of the district curriculum where applicable.
- To create daily Journal Notes on activities and learning processes.
- Collect and record data regarding students such as graduation rates, attendance, credit accumulation, etc.
- Be part of the planning team
- Be an advocate for the youth by ensuring that instructional plans fit the goals.

Required Skills

Qualifications

- Grade 12 diploma or equivalent
- Education Support or Assistant certificate or equivalency.
- Knowledge of Ontario curriculum
- Knowledge of OSAP, OCAS, OUAC, post-secondary entrance and Serpent River policies and support.
- Experience in an educational role.
- Some student counselling experience
- Nonviolent crisis intervention training
- Understanding of Anishinaabe culture, politics and traditions and the ability to share and explain to others.
- Experience in advanced keyboarding, word processing, and other computer applications such as PowerPoint, spreadsheets, internet;
- Knowledge of effective office procedures

- Knowledge of computer software
- Knowledge of records management techniques
- Must possess critical thinking skills
- Have the ability to work under pressure
- Ability and/or knowledge of applying analytical skills
- Willingness to work extra hours and weekends to meet deadlines
- Knowledge of the 7 grandfather teachings
- Confidentiality required
- Ability to speak Ojibway is preferred
- Must provide proof of COVID vaccination (two doses)

Other Requirements

NA

How to Apply

Interested applicants MUST submit a cover letter, resume, and three references (preferably 3 recent employment references from a direct supervisor/manager or 2 recent employment references from a direct supervisor/manager and one [1] character reference):

Attn: Human Resources

195 Village Road, Cutler Ontario, P0P 1B0

Fax: 705-844-2757

Email: hr.jobs@serpentriverfn.com

Open until filled