



Kiizhik
EDUCATION
CORPORATION

SCHOOL:
1450 Valley Drive
Kenora, ON P9N 3Y4
Phone: (807) 548-4912
Fax: (807) 548-5917
Email: kiizhik@bimose.ca

CENTRAL OFFICE:
Washagamis Bay 38A
P.O. Box 1200
Kenora, ON P9N 3X7
Phone: (807) 468-5551
Fax: (807) 468-3908

Employment Opportunity – Elementary Teacher –

PROGRAM: Gaagagekiizhik GaKinoo'amaawadiwi'gamig GaKinoo'amaawasowin

LOCATION: Gaagagekiizhik School Building

SUMMARY:

The Elementary Teacher is responsible for the overall program delivery in their classroom at the Gagiige Kiizhik GaKinoo'amaawadiwi'gamig GaKinoo'amaawasowin School. The Elementary Teacher will ensure that the students who attend have programming and support that meet their own unique educational, emotional, social, cultural, and physical needs. The Elementary Teacher reports directly to the School Principal.

DUTIES:

- Establish and enforce rules for behaviour and procedures for maintaining order among the students for whom they are responsible
- Prepare materials and classrooms for class activities
- Adapt teaching methods and instructional materials to meet students' varying needs and interests
- Plan and conduct activities for a balanced program of instruction, demonstration, and work time that provides students with opportunities to observe, question, and investigate
- Instruct students individually and in groups, using various teaching methods such as lectures, discussions, and demonstrations
- Assign and grade class work and homework
- Prepare, administer, and grade tests and assignments in order to evaluate students' progress
- Meet with parents and guardians to discuss their children's progress, and to determine their priorities for their children and their resource needs
- Maintain accurate and complete student records as required by laws, district policies, and administrative regulations
- Prepare and implement remedial programs for students requiring extra help
- Prepare objectives and outlines for courses of study, following curriculum guidelines or requirements
- Meet with other professionals to discuss individual students' needs and progress
- Prepare reports on students and activities as required by administration
- Plan and supervise class projects, field trips, visits by guest speakers or other experiential activities, and guide students in learning from those activities
- Attend staff meetings, and serve on committees as required
- Support the needs of all students
- Other duties as assigned

QUALIFICATIONS:

- Bachelor of Arts/Science and Bachelor of Education, a Bachelor of Education, or an Aboriginal Teacher Education Program (ATEP) diploma
- Experience or knowledge of best practices in literacy and numeracy at an elementary level
- Primary, Junior and/or Intermediate qualifications would be an asset
- Membership in the Ontario College of Teachers
- Experience in the education of Anishinaabe students
- A clean criminal record check and vulnerable sector check
- Proficiency in the Anishinaabe Language is an asset

Please submit resume and cover letter with a current vulnerable sector check and three professional references.

Applications will be accepted until **Friday, August 17, 2018 at 4:00 p.m.**

PLEASE SUBMIT APPLICATION BY MAIL (marked as confidential), E-MAIL, IN PERSON, OR FAX TO:
Kiizhik Education Corporation
Attention: Wes Reid, HR
1450 Valley Drive, Kenora, ON P9N 3Y4
Telephone: (807) 548-4912 Ex. 1005
Fax: (807) 548-5917
e-mail: wreid@bimose.ca

Late applications will be returned. Only those applicants selected for an interview will be contacted.