



# INDIGENOUS STUDENT SUCCESS WORKER

JOB DESCRIPTION | FEBRUARY 2026

## NATURE AND SCOPE OF WORK

Working under the direction of the Director of Indigenous Education and School Administration, the Indigenous Student Success Worker will provide in-class, one to one, or small group academic support to enhance Indigenous student achievement and build self-confidence. Indigenous Student Success Workers enhance the opportunities for all Indigenous learners.

Strengthening relationships, connections, and engagement for Indigenous learners within schools is a key part of the position.

## SPECIFIC RESPONSIBILITIES

- Works with students who have self-identified as having Indigenous ancestry. Assists teachers with the delivery of programs and services to support Indigenous student learning in and out of the classroom. Support may include academic assistance, cultural, social emotional skills, and minor positive-behavior support.
- Collaborates with School Principal, with guidance from the Director of Indigenous Education, to create a schedule for working with Indigenous students. This schedule must be flexible to be responsive to emergent needs of the students and the program.
- Assists teachers in the delivery of trauma-informed classroom learning experiences with awareness of historical impacts, colonization, intergenerational trauma and systemic barriers for learners and their families.
- Assists Indigenous students and their teachers to facilitate student success. Works cooperatively with other employees such as Indigenous Education Success Teachers, Learning Support Teachers, Child and Youth Worker (Indigenous Education). Acts as a positive role model and bridges cultural differences.
- Gather and share relevant information through working with students about the performance, social, emotional and behaviour of individual learners to support IEP/AIP goals, transitions, and program design.
- Assist with the gathering and documentation of information to support 'Understanding Student Connections and Engagements' as required by targeted funding criteria.
- Assist teachers or Indigenous Education team members with development or preparation of instructional learning resources.
- Review and reinforce learning activities using lesson plans and learning strategies developed by the school team to help students master concepts; monitor and report to school team on implementation of the program or skill development
- Support learning, skill development, and social emotional activities in worksite and community-based settings, including field trips.
- Follow priority work plan developed by Director/Principal/School Team, share observations and review plan progress together, being consistent with expectations for students
- Monitor effectiveness of workplace settings and reports to School Administration and Director.
- Carry out informal assessment activities provided by the teacher to assist the teacher in developing learner profile.

- Attend meetings of student specific support team during paid work hours or other approved arrangements.
- Provide information to school team for home, school, formal, and informal formal communications.
- Assist in maintaining learner records required by school, district, or provincial policy.

## **QUALIFICATIONS** (Required Knowledge, Skills and Abilities)

- Two-year post-secondary program with courses in Indigenous Studies, Psychology, Sociology or Human Service Worker.
- Demonstrated ability and experience with Indigenous students, communities and organizations.
- A practical knowledge of Indigenous protocols and demonstrated understanding of Indigenous cultures.
- Knowledge of and ability to implement First Peoples Principles of Learning.
- Working knowledge of the district child abuse protocol and reporting procedures.
- Current CPI (Crisis, Prevention, and Intervention) or Low Arousal Training certificate is an asset.
- Computer competency in Microsoft programs including email and documenting and writing reports.
- Demonstrated willingness to participate in professional development opportunities as provided by the district.
- Ability to provide educational support in academic subjects as per school level (i.e.: elementary, middle, and secondary).
- Proven ability to establish and maintain effective work relationships, working collaboratively in a team environment.
- Working knowledge of reading and writing software programs (Microsoft 365).
- Ability to determine, judge and select appropriate course of action within the limits of established methods and procedures.
- Ability to effectively interact and establish positive rapport with students.
- Ability to communicate effectively using tact, discretion, and diplomacy, while maintaining confidentiality in all matters related to the school district.
- Ability to be flexible and adaptable.
- Sufficient physical capabilities, stamina, and coordination to perform the duties of the position to the required standard.
- Class 5 BC Driver's License with reliable transportation.

## **REQUIRED LICENSES, CERTIFICATES AND REGISTRATIONS**

- Two-year post-secondary program with courses in Indigenous Studies, Psychology, Sociology or Human Service Worker.
- Class 5 BC Driver's License.
- A clear Criminal Record Check to be updated every five years.

## **RELATIONSHIPS**

- Works collaboratively with Classroom Teacher, Indigenous Education Success Teachers, Learning Support Teacher, and members of the Indigenous Education team to define enhanced Indigenous student supports.

## **REPORTING STRUCTURE**

- Reports to Director of Indigenous Education and School Administration.

## **THE FOLLOWING COMMITMENTS ARE ESSENTIAL TO ALL POSITIONS WITHIN CAMPBELL RIVER SCHOOL DISTRICT**

- Commitment and adherence to workplace policies, procedures and practices.
- Commitment to standards of conduct, including behaving in a manner that is: respectful, professional, team-oriented, collegial, collaborative, ethical, honest, and trustworthy.
- Commitment to understand and implement the Truth and Reconciliation Calls to Action and the Declaration on the Rights of Indigenous Peoples Act.

## **CLASSIFICATION**

- This position's classification is Education Assistant and has a pay rate in accordance with Schedule B of The Canadian Union of Public Employees – Local 723 Collective Agreement.