

NORTHERN NISHNAWBE EDUCATION COUNCIL



EMPLOYMENT OPPORTUNITY

Student Achievement Coordinator Pelican Falls First Nations High School Sioux Lookout, Ontario

The Student Achievement Coordinator, under the direction of the PFFNHS Principal, assists in developing and implementing programs, services and other supports to meet the unique needs of First Nation students and their families, with a focus on student success and graduation. This involves collaboration with school staff, parents, First Nation officials and outside agencies to foster success for students. Working as a member of the school team, the Student Achievement Coordinator plays a crucial role in assisting all staff to improve achievement and graduation rates for PFFNHS students.

DUTIES:

- Working with students in the Special Education Resource Room to support individual or small group students learning;
- Under the supervision of the Principal, working with the school administration, the Special Education Resource Teachers (SERT), classroom teachers, and education assistants on the development, implementation, and assessment of the effectiveness of IEPs for students that have them;
- Through collaboration with the SERT's and Guidance Counsellor, the Student Achievement Coordinator will work with students in alternative learning programs and coordinate with partner schools supporting those services;
- Assists the SERT and Guidance Counsellor in the identification of at risk students through the analysis of data to identify students or sub groups with drop out risk factors. This includes, history of school failure; retention/over age for grade; low test scores; low reading and/or math achievement; failure of a course; special education/disability; attendance problems/truancy; behavioural problems; history of suspensions; high-risk peer groups; disengagement from school; low expectations; lack of extra-curricular involvement; family status or risk factors; economically disadvantaged or high mobility.
- Under the direction of the Principal, the Student Achievement Coordinator will work in collaboration with the Student Success Coordinator and Guidance Counsellor to develop a graduation team that includes administrators, teachers, advisors, counsellors and other relevant stakeholders;
- Works with school administration, Guidance Counsellor, and teachers to develop school wide support and interventions. This may include credit rescue and alternative options to adapt curriculum and differentiate instruction to meet the needs of identified at risk students;

- Provides direct service and case management by way of developing and implementing individual, small group, and whole school intervention and prevention strategies to increase the likelihood that students will stay in school and graduate.
- In collaboration with the Guidance Counsellor, work with students to develop a graduation and career action plan to include the best program to meet academic and post-secondary goals;
- Works in collaboration with the Guidance Counsellor to develop and maintain transition programs with feeder schools to identify incoming students at risk of high school failure and to develop action steps to improve individual student and subgroup transition success rates. Collaborates with teachers, counselors and/or advisors to assure the continued use of the transition process for ninth and tenth grade students to help them successfully adapt to the high school experience;
- Conduct assessments and develops appropriate reports. This includes tracking the progress of individual students and subgroups as they progress toward graduation;
- Conduct and analyze on going formative and summative evaluation data of program effectiveness. Provides and submits reports to appropriate Administration as required.

EVALUATION

Employee performance will be evaluated by the Principal.

ACCOUNTABILITY

The Student Achievement Coordinator reports to the Principal.

QUALIFICATIONS AND EXPERIENCE

- A post secondary diploma or degree in a related field is preferred, and relevant work experience working in schools in a similar position;
- Having related experience in Ontario or First Nations Secondary school and board setting;
- Have a deep understanding of working with students on IEPs, students accessing alternative programming, and students deemed at risk;
- Have a deep understanding of effective literacy and language acquisition, including differentiated instruction and effective supports for English Language learners and students with special education needs;
- Have experience implementing culturally responsive pedagogy, including a deep understanding of First Nation, Metis and Inuit histories, cultures and perspectives;
- Fluency in one of the Sioux Lookout District dialects an asset but not essential must be committed to the advancement of First Nations people;
- Some travel may be required;
- Must be self motivated, organized and able to work as a team member and independently.

LOCATION: Sioux Lookout, Ontario

SALARY Grid placement based on education and experience.

NNEC thanks all applicants in advance however only those selected for an interview will be contacted. NNEC requires a Criminal Record Check and/or a Vulnerable Sector Check for all positions. This position

is open until filled.

Please submit your cover letter, resume and three references (with written permission for NNEC to contact them) to Human Resources, NNEC Head Office, fax (807) 582-3865 or by email to humanresources@nnec.on.ca