

SUPPORT STAFF JOB POSTING

To: All IUOE Employees

Date: June 18, 2026

SUBJECT: JOB POSTING #2026-26

The Human Resources Office will accept applications up to **Tuesday, June 23, 2026 - Noon** - for the following position:

INDIGENOUS EQUITY MENTOR – District

Full-time, temporary, district position, 35 hours per week, effective September 8, 2026, until June 29, 2027. The terms and conditions of the IUOE Collective Agreement shall apply. The rate of pay is pay band 6. The successful candidate will report for work on in-session school days only.

Job Summary

The primary duty of the employee is to coach and mentor students and support families in understanding what is needed for success in school and to facilitate better communication between parents/guardians and their schools. The primary focus of this role is to address the barriers to success connected to financial stress and housing security. A thorough knowledge and understanding of Indigenous culture, history and communities is essential. The successful candidates must be able to relate well with children and families of Indigenous ancestry and, as per Section 42 of the BC Human Rights Code, preference will be given to qualified applicants of Indigenous ancestry.

This position is open to qualified persons with Education Assistant 1 or Education Assistant 2 qualifications. Preference will be given to a person who has Education Assistant 2 qualifications.

Brief Job Description

- a) Collaborate with the team at Indigenous Education.
- b) Work in partnership with the Food Sovereignty Mentor.
- c) Actively engaging students and families with connection to support structures, such as the provision of basic needs.
- d) Focuses on place based and cultural learnings to support students in their growth.
- e) Develops and promotes shared ownership of the education of local Indigenous students through the inter-active involvement of the home, school and community.
- f) Facilitates home-school-community relationships.
- g) Is a collaborative member of the school-based team and connected to PCS.
- h) Collaborates with the school and community careers programs/supports to facilitate opportunities for students after high school.
- i) Works with the student(s) to build personal/leadership/communication skills while they are exploring possible careers for their future.

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- j) Supporting existing student groups in the school and developing additional groups based on student need and interest.
- k) Focus on the grade 8-9 transition and help students with success in high school.
- l) Provides information sharing opportunities for parents/guardians/families including promoting and attending school events, evening parent sessions, creating opportunities for school/community collaboration.
- m) Performs other duties as assigned or required

Qualifications

- n) Grade 12 or equivalent and a minimum of one year of relevant college courses or demonstrated successful experience working with Indigenous students.
- o) A thorough understanding and knowledge of local Indigenous history and culture as well as contemporary Indigenous issues are essential; familiarity with the Ts'msyen language would be an asset.
- p) A thorough understanding of the educational issues faced by students and families and a commitment to assist with those issues.
- q) Minimum 3 years' experience working with Indigenous children and families.
- r) Exercises discretion and confidentiality in dealing with all matters pertaining to students and staff.
- s) Transportation for home and community visits.
- t) Ability to maintain individual files, records of supports, and other reports related to the grant.
- u) Check in of program effectiveness and evolution throughout the year.
- v) Willingness to take initiatives with students and families.
- w) Must have possession of an appropriate B.C. driver's license and a vehicle available for carrying out duties pertaining to the position.
- x) Current training in Basic First Aid/CPR or willingness to obtain.
- y) Current Foodsafe certificate or willingness to obtain.
- z) Computer literacy and basic computer skills required.
- aa) Must be physically able to carry out the duties of the position.
- bb) Must have adequate verbal and written English language skills.
- cc) Must be able to communicate clearly, to understand and follow directions and to prioritize tasks.
- dd) Good project management, organizational, and inter-personal skills.

**** THE INTERNAL IUOE JOB APPLICATION MUST BE COMPLETED ****