

This Job Competition will also be posted externally.

Graduation Coach For Indigenous Students

3 Permanent Positions

Urban Indigenous Education Centre – Various locations

These permanent positions will begin September 5, 2023.

**Category D: \$59,041 to \$86,189 per annum
(OSSTF-PSSP+, Unit A)
Work Year: 194 + 3 Days**

The Toronto District School Board adheres to equitable hiring, employment, and promotion practices.

Reporting to the System Superintendent, Indigenous Education, the Indigenous Graduation Coach will provide support to First Nations, Métis, Inuit learners, with the goal of increasing the number of Indigenous students obtaining an Ontario Secondary School Diploma and successfully transitioning into post-secondary education, training, or labour market opportunities.

A key component of this program is that the Indigenous Graduation Coach has connections and relationship within Indigenous communities. The Grad Coach will report to the Centrally Assigned Principal and will be working collaboratively with the Student Success team and other staff at the Urban Indigenous Education Centre (UIEC).

Summary of Duties:

- Act as a mentor, advisor and advocate to students with teachers, other school staff and families;
- Act as an advocate and a role model for students in pathways planning related to graduation and post-secondary destinations;
- Facilitate access and referrals to academic supports and community resources to provide an integrated support system for student achievement and well-being;
- Monitor and track students' progress utilizing current data collection and communication tools;
- Work directly with the UIEC staff to assemble support structures inside and outside the Board;
- Meet with students on a regular basis to monitor attendance, engagement, assignments, courses, completion, grades, credit accumulation;
- Track for graduation, intervene and facilitate student's successful journey towards their chosen pathways;
- Assemble a "Circle of Caring adults" who will provide customized and personalized supports to students;
- Communicate and share pertinent information about students with the Circle of Caring adults so they can be made aware of challenges and barriers faced day to day and can support students accordingly;
- Build capacity by utilizing access to the Professional Learning E-Community site;
- Integrate and link new programs and supports to existing programs in order to address student needs;
- Create a welcoming environment in the school for Indigenous students;
- Engage students by affirming the identities and cultures of Indigenous through Culturally Responsive and Relevant Pedagogy;
- Connect students with their cultural identity, organize and facilitate student leadership development;

- Maintain confidential information on each individual student, utilizing the secondary school's educational software resource to track and monitor academic achievement and well-being;
- Facilitate student engagement in order to create trusting relationships between Indigenous students and their secondary school community;
- Establish a safety plan during breaks in regular programming (i.e., long weekends, extended breaks, etc.) for at-risk students;
- Engage with parents, guardians, families and communities to build trusting relationships and facilitate communication and dialogue;
- Develop collective knowledge of educators and provide cultural competency supports as required;
- Advocate with Indigenous cultural knowledge to help transform school culture;
- Create space for Indigenous students to voice their experiences to enable the TDSB and secondary schools to establish trusting relationships and responsive services;
- Prepare reports and compile statistics as required;
- Attend and participate in meetings as required; and
- Other duties as assigned by the System Superintendent, Executive Superintendent and/or Associate Director.

Qualifications:

- University Degree in a related field with two years successful experience with Indigenous students or an equivalent combination of education and experience;
- Experience working with secondary students;
- Demonstrated institutional agency by working in alignment with principals, Superintendents, Associate Director;
- Demonstrated understanding of Anti-Indigenous Racism;
- Life experience deeply rooted in local Indigenous communities and experience working with underserved students, their families and communities;
- Understanding of OCAP (Ownership control access and possession);
- Experience working within Indigenous communities;
- Understanding of Indigenous context within the GTA;
- Understanding continuing impact of colonization within Indigenous community;
- Understanding of Trauma informed practice and cultural safety within Indigenous context;
- Excellent interpersonal and organizational skills;
- Ability to identify barriers and intervention points;
- Understanding of the diversity and composition of the Indigenous community within the GTA;
- Ability to work independently with minimal supervision and as a team;
- Ability to safeguard and handle confidential information;
- Knowledge of the principles of Truth and Reconciliation, Call for Commission, Call to Action, United Nations Declaration on the Rights of Indigenous Peoples and the principles of Human Rights;
- Familiarity with related TDSB policies, procedures and protocols, the Education Act, and other relevant legislation;
- Excellent oral and written communication skills;
- Ability to work co-operatively as part of an interdisciplinary team including teachers, principals, support staff and community agency personnel; and
- Proficient computer skills including Microsoft Office, student information systems etc.

Special Requirements:

- As a position requirement, the successful candidate will have lived experience as a First Nations, Métis, or Inuit person.
- Provision of own vehicle for Board Business; requires a valid Ontario driver's license.
- Ability to work evenings and occasional weekends in order to meet program needs.

Travel: This position requires regular travel, and use of a car is required for which employees shall receive a monthly Travel Allowance in accordance with the Collective Agreement.

Asset:

- Fluent in Indigenous language(s).

Hours of Work: Full-time: 7.0 hours per day, scheduled according to operational needs

Work Year: 194 + 3 days

Location: Various locations

Wheelchair Accessibility:

To obtain specific details regarding accessibility to the location you wish to apply for please click on the link:

http://fsweb/FSReports/Reports/SchoolLevel_SearchMode.asp?ContentId=108&ContentNm=Barrier+Free&BFS_CATEGORY=B

Notes:

1. In the event of any permanent or temporary vacancies in the bargaining unit, permanent Employees, and Employees on temporary contract, in that order, who express interest in the vacancies, will be given first consideration for such vacancies.
2. Short listing of qualified bargaining unit members will be determined by seniority.
3. The Employer shall review the hours of work of existing employees and the economic impact which will result if the Employer offers this position to such employee. Employees whose combined total hours of work of this advertised position and any other position(s) held at the TDSB attract overtime under the ESA shall not be considered for this vacancy.
4. It is anticipated that interviews will take place within three weeks after the closing date of this job posting.

APPLICATIONS:

One resume and **one** covering letter must be submitted for **each** individual job posting, attached as **ONE SINGLE** document. Applications in which multiple job postings are quoted will only be considered for the first posting number apparent on the application's page.

Be sure that you have quoted Job Competition Number: OSSTFA-23-0010E, your Full Name & Employee Number in the subject line, when responding to this Job Posting.

Please note:

Applications should be submitted using only the following method:

1. **e-mail to:** applications.unita@tdsb.on.ca in **MS Word or .pdf format only** due to printing capabilities

**We strive to meet the accommodation needs of persons with disabilities.
Applicants are encouraged to make their needs for accommodation known in advance during the application process.**

Only Applicants selected for an interview will be contacted.
Applications will not be acknowledged in writing.