



AVIS DE CONCOURS

No. K24-07-IEEA
Internal/external posting

Special education assistant at Skamon (student housing)

**KIUNA INSTITUTION, DESIGNED BY AND FOR FIRST NATIONS,
BUT OPEN TO ALL!**

Kiuna Institution's objective is to democratize access to post-secondary education for First Nations members. The college has earned a reputation for its culturally adapted services and unique environment where programs, student services, human resources, teaching methods and materials are based on Indigenous cultures and traditions.

Employee status: Contractual (one-year contract with the possibility of renewal)

Workplace: Kiuna Institution, 1205 Route Marie-Victorin, Odanak

Start date: As soon as possible

Hours/week: 15 (The schedule will vary during the school year depending on the college's needs. The incumbent is expected to be available three weeknights (5:00 to 8:00 PM) and every other Saturday. Student housing accommodations are available if needed.)

Annual salary: In accordance with Kiuna's salary scale

Job description

Kiuna is seeking a special education assistant to work with children of all ages and adults.

The assistant will be expected to:

- work one-on-one with children with special needs;
- set up a homework help service for K—12 students;
- reinforce parenting skills among parents;
- develop early childhood programming and activities;
- raise awareness of the reality of Kiuna's Indigenous student population.

Requirements

- College diploma (DEC) in special education
- Kiuna graduate (an asset)
- Very good understanding of Indigenous communities and contexts of intervention
- Relevant experience in intervention
- Oral and written proficiency in English and French
- Good understanding of Microsoft Office software, Teams, digital files, and Canvas (an asset)
- Indigenous language speaker (an asset)

Working conditions

- We offer competitive work conditions: pension plan, paid vacation on Christmas Holidays, flexible cultural holidays, three weeks annual vacation, sick leave, work schedule options, summer schedule, residences available at walking distance, transportation available, etc.



End of posting: April 30, 2024 4 p.m.

To ensure services meeting the needs of member communities are provided by qualified staff representative of the population served, Kiuna promotes staffing in the following order:

- 1) First Nations from FNEC-member communities
- 2) Other First Nations
- 3) Indigenous peoples
- 4) General population

Applications will be accepted by email at emplois@kiuna.ca

We thank all applicants for their interest, but only candidates selected for an interview will be contacted.