**BOARD OF EDUCATION**

**Saskatoon School Division No. 13**

**P O S I T I O N D E S C R I P T I O N**

**Position: TRADITIONAL KNOWLEDGE KEEPER: FIRST NATIONS PERSPECTIVES**

**Immediate Supervisor: COORDINATOR: FIRST NATIONS, INUIT AND METIS EDUCATION**

**Core Functions:**

The Traditional Knowledge Keeper: First Nations Perspectives provides leadership in the inclusion of First Nations content and perspectives at Saskatoon Public Schools with the goal to create culturally responsive learning environments and improve student learning outcomes.

**Duties and Responsibilities:**

1. To work with Saskatoon Public Schools’ staff in developing and sustaining environments that are inclusive and respectful of First Nations, Inuit and Métis students, families and communities.
2. To promote the inclusion First Nations’ and Métis or teachings into curricula and school events.
3. To work with Saskatoon Public Schools’ Waokiye (Traditional Helper) and the First Nation, Inuit and Métis Education Unit to support the inclusion of cultural programming.
4. To assist in improving First Nations, Inuit and Métis students’ self-esteem and knowledge; strengthening their identity and pride in their cultural backgrounds.
5. To work with Elders and Cultural Leaders to ensure the respectful inclusion of First Nations, Inuit and Métis ways of knowing including support with ceremonial practices.
6. To work in an inter-tribal manner in the promotion of First Nations’ practices.
7. Performs such other tasks as may be required to meet organizational deadlines and objectives.

**Qualifications:**

1. Grade 12 or equivalent. Preference will be given to applicants with additional post-secondary training (i.e. social work or native studies).
2. Two years of experience in a related area (e.g. community organizations or social justice). Ability to work independently without direct supervision.
3. Strong understanding of First Nations’ culture, languages, histories, traditions, values and perspectives.
4. Ability to assist and work with Elders and Cultural Leaders.
5. Strong ability to connect with First Nations and Métis cultural agencies.

6. Ability to develop and maintain good working relationships with all levels of staff within schools, Partnership organizations and with First Nation and Métis families and communities.

7. Excellent communication skills (written and oral) and the ability to work in a team setting.

8. Intermediate computer skills including email, internet and Microsoft Office products.

9. Possess a valid driver’s license and access to a reliable vehicle.

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