

First Nations Education Steering Committee

Suite #113-100 Park Royal South, West Vancouver, BC V7T 1A2
P: 604-925-6087 Toll-Free: 1-877-422-3672

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Specialist, Exceptionalities Planning and Support

Join us to make a lasting impact! An excellent work-life balance is waiting for you!

The First Nations Education Steering Committee (FNESC) is currently looking for a dedicated, energetic and organized Specialist, Exceptionalities Planning and Support to join our hard-working Supports for Students with Exceptionalities Program (SSEP) team who work collaboratively and diligently to improve education for all First Nations students in BC. The Specialist, Exceptionalities Planning and Support, is part of a multi-disciplinary team, and provides guidance and support to First Nation schools to strengthen school-based practices that support students who have exceptionalities. This includes advising on effective planning, instructional approaches specific to students who have exceptionalities, and coordinated supports within school teams.

Since 1992, FNESC, led by a strong and diverse board of over 130 First Nations community representatives, has worked in partnership with the First Nations School Association (FNESA), and the Indigenous Adult Higher Learning Association (IAHLA). Communications, research, partnership-building, resource development and advocacy are all part of the work we do to advance issues in First Nations education.

What We Offer:

- **The salary for this position is \$90,292.00 per year;**
- **Six (6) weeks of vacation as well as two (2) weeks of vacation at Christmas time (with the latter being subject to annual board approval);**
- Well above-average benefits plan that is 100% paid for by FNESC, that includes: extended health care, dental care, and vision care;
- Well above-average employer matched pension plan;
- The potential for work-from-home arrangements dependent on the right candidate;
- Career advancement opportunities in a fast-growing organization (approximately 35% of current FNESC employees have been promoted into their current role);
- Generous annual professional development subsidy;
- Generous wellness subsidy;
- 35-hour working week;
- Regular employee appreciation events such as our annual Summer Barbeque and Christmas Party.
- Respectful work environment with a stellar work-life balance.

Duties and Responsibilities:

- Provides guidance and support to teachers, Learning Assistant Teachers (LATs), and school teams in the development, implementation, and monitoring of Individualized Education Plans (IEPs);
- Builds capacity in the development of clear, measurable, and meaningful IEP goals;
- Works directly with teachers and LATs to advise on effective instructional and planning approaches related to IEPs, collaborating with Instructional Coaches where indicated;
- Supports First Nation school teams in establishing and maintaining processes for ongoing review and monitoring of IEPs, including follow-up on timelines and planning for reviews;
- Collaborates with SSEP Specialists, and other SSEP and School Support Team staff to support coordinated service delivery;
- Assists schools in navigating service needs, including identifying when additional supports or expertise may be required/indicated;

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- Assists in tracking Additional Funding Grant (AFG) renewals and supporting follow-up with schools as needed, including but not limited to supporting the quality and alignment of required documentation;
- Delivers workshops and training related to IEP development, implementation, goal setting, and monitoring practices, and contributes to the development of professional learning under the direction of the Director of SSEP;
- Builds the capacity of First Nation school staff to confidently lead IEP processes within their schools;
- Provides follow-up support primarily through remote means, with some in-person support as required and approved by FNESC;
- Provides data and reports as required to support program accountability and continuous improvement;

What We're Looking For:

- Minimum of 3 years' experience working with students who have exceptionalities and those who support them, preferably in a First Nations context;
- A minimum of a Bachelor's Degree in Education or related field with a major in Special Education and/or Special Education certification and training;
- Valid BC Teaching Certificate, including certification, training, and/or experience working in support of students who have exceptionalities;
- BC Driver's License and willingness to drive;
- Understanding of First Nations education issues and First Nations issues in British Columbia;
- Knowledge of current standards, trends, issues, best practices, philosophy and techniques in education, particularly where it intersects with students who have exceptionalities.

We offer full-time meaningful work in a professional, friendly, and diverse office environment which is easily accessible by transit and right next door to Park Royal Mall. We enjoy having occasional lunches together as a team – pizza is one of our favorites.

This is a full-time, permanent position with most of the work being done between 8:30 a.m. and 4:30 p.m. However, the nature of this position is such that occasional work outside of those hours, including weekend work, may be required.

FNESC requires that all FNESC staff be fully vaccinated for COVID-19 for two reasons: First, because FNESC takes its responsibility to create and maintain a healthy workplace very seriously. And, second, because many of our staff attend First Nations communities in-person. Some First Nations have unique requirements and vulnerabilities related to communicable diseases like COVID-19, and FNESC always respects the needs of First Nations.

We thank everyone who applies for their interest in FNESC. Unfortunately, due to the volume of applications, we are only able to respond to those applicants who are selected for an interview. We cannot respond to telephone or email inquiries.

If you feel as if you would be a good fit for this role, please send your resume and cover letter to jobs@fnesc.ca