



Job Opening

Martin Family Initiative Lead

Early Years Screening Project



Date Posted: May 8, 2017

Deadline for Applications: Open until filled

Anticipated Start Date: May 2017

Victoria Linklater Memorial School, North Spirit Lake First Nation:

KOBE is currently accepting applications for a Martin Family Initiative Project Lead. The Lead will be required to work collaboratively with the Chief and Council, Elementary School Principal, Health Canada, Headstart, KOBE staff and primary school staff in the community. The successful candidate will develop a **screening tool to assist families** by identifying issues before a child starts school. The screening will also guide the project lead, and support staff in **providing services to families** to help their child's future academic success. This **contract is a part time one-year term ending April 30, 2018.**

The Role of the Project Lead Includes

- Working collaboratively with the community, MFI and stakeholders listed above.
- Willing to be trained in the Nipissing Early Years assessment or other screening tools as determined by stakeholders
- Writing monthly accountability reports to KOBE and the Martin Family Initiative
- Document all aspects of the program for duplication elsewhere in Canada (Replication Report)
- Prepare/distribute agenda and minutes
- Organize and Chair face to face meetings and monthly video conferencing
- Establish an evaluation process
- Identify gaps and issues
- Plan/Lead training of screeners
- Prepare Letters for families
- Schedule Screening
- Prepare follow-up documentation for the families
- Other related duties

Qualifications and Skills:

- Background in Early Years and/or Health Services
- Experience working in a First Nation School/Community
- A willingness and demonstrated skill to be able to work well in a team environment

Applicants interested in this position are welcome to submit their resume and cover letter with three recent employment references (including a letter of permission for KOBE to contact these references) to:

resumes@edu.knet.ca

Attention: Martin Family Initiative Lead/Early Years Screening Project

OR

Keewatinook Okimakanak Board of Education

Attn: KOBE Hiring Committee

Box 340, 10 Mine Road

Balmertown, ON P0V 1C0

Fax (807) 735-3392

KOBE would like to thank all candidates for their interest, however, only those selected for an interview will be contacted.