



CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION

EMPLOYMENT OPPORTUNITY

DSW – SHORT TERM

PROGRAM AREA:	EDUCATION SERVICES
POSITION TITLE:	DEVELOPMENTAL SERVICES WORKER (DSW)
REPORTING PROTOCOL:	REPORTS TO THE PRINCIPAL OR DESIGNATE

POSITION SUMMARY: KSPFN Developmental Service Workers are to assist in the education, development, and training of students as well as to assist in maintaining a smooth and efficient operation of the school in general. Developmental Service Workers must work under the supervision of a teacher and/or administrator and take direction from the professional to whom they are assigned. The Developmental Service Workers are to follow the Ontario curriculum and modify material and teaching styles to account for the individual needs of students. The DSW will be responsible for working one-on-one in the classroom, providing support for medically fragile students.

EDUCATION/PROFESSIONAL REQUIREMENTS:

- DSW/PSW Diploma.
- Related experience.
- Valid Criminal Reference Check.
- Valid First Aid-CPR Level C.
- Valid Police Vulnerable Sector Check.
- Proof of up-to-date Immunization Record.
- Valid Driver's License and own transportation.

SKILLS REQUIRED:

- Excellent organizational, interpersonal, and written, oral communication skills.
- Knowledge and health promotion within the community.
- Ability to work effectively with staff, community members, and any other department.
- Ability to work with clients with disabilities.
- Ability to work with clients and the community in a sensitive, caring, and confidential manner.
- Ability to take initiative and think creatively.

- Ability to handle multiple responsibilities in a professional manner.
- Computer and technology knowledge: MS Office – Excel, Word, Access, PowerPoint, Outlook, and various internal and external communication methods (Zoom, Teams, etc.).

PREFERENTIAL HIRING REQUIREMENTS:

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN' General Principles of the Human Resource Management Policy, section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.
- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide a copy of their Diploma and other related certificates.
- Applicants must consent to a full background check upon hiring.

PLEASE SUBMIT YOUR SEALED APPLICATION, COMPLETE WITH A DETAILED RESUME
AND A MINIMUM OF THREE (3) WORK RELATED REFERENCES,
CLOSING DATE – FEBRUARY 4TH, 2024, AT 4:00PM

TO: Chippewas of Kettle & Stony Point First Nation,
ATTN: HR – DSW

Email to: hr.assistant@kettlepoint.org

Mail to: 6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1

Fax: 519-786-2108

*A full Job Description is available: contact the HR assistant at hr.assistant@kettlepoint.org
Interviews will be scheduled shortly after the closing date.*

ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT