

Ojibway Nation of Saugeen
General Delivery
Savant Lake, Ontario
POV 2S0 Canada

(807) 928 2824 Bus
(807) 928 2710 Fax



Ojibway Nation of Saugeen Job Posting

The Opportunity – Elementary School Principal / Teacher Position available!

The Ojibway Nation of Saugeen School is looking for a new **Elementary School Principal / Teacher** to join our team foster a healthy learning environment for our students either on a Regular Full Time and / or Term Contract Agreement.

The successful candidate will work under the direction and supervision of the Ojibway Nation of Saugeen's Band Manager and Chief and Council. Primary responsibilities will be to supervise our education staff and oversee day-to-day school operations. In this role, you will also perform teaching duties for mixed age, low ratio classrooms.

Start Date

The successful candidate will be expected to begin employment as early as August 1st, 2021 in preparation for the beginning of the 2021/2022 school year.

Who We Are

The School is located on the Ojibway Nation of Saugeen Community. The Nation operates a self-government and is responsible for the day to day operations of the Ojibway Nation of Saugeen. The school administers an elementary school for community students and offers a curriculum for students from JK to Grade 8.

Where We Are Located

The Ojibway Nation of Saugeen is an Ojibwa First Nation in the Canadian province of Ontario. The Nation is located in the Thunder Bay District, approximately 20 kilometers northwest of Savant Lake. It is a 1.5 hour drive north of Sioux Lookout, Ontario. The population is approximately 80.

This is a great location for someone who enjoys outdoor experiences and adventures! Candidates with this interest and experience would benefit the school and community when providing land-based activities for the students.

Community Information

Health Care Services are available through Nursing Staff, Community Health Representative, and a visiting Physician. The nearest Hospital is located in Sioux Lookout, Ontario (1.5 hour drive south of the community). The Community has a Police Detachment and are currently in the process of constructing a Community Centre. There are no retail or grocery stores located in the

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community, or cell service. Community members can drive to Sioux Lookout, Ontario for these services.

What You Will Do

School Principal Roles and Responsibilities

- Oversees and supervises the day-to-day school operation, curriculum, and extra-curricular activities.
- Manages school logistics and budgets.
- Supervises teachers and education staff and keeps track of student performance.
- Sets learning goals for students and teachers, based on the Ontario curriculum.
- Monitors and reports on teacher performance.
- Creates a safe learning environment for students and teachers and ensures school facilities remain safe.
- Sets performance goals both for students and teachers and oversee the process so that those goals are attained.
- Ensures regular maintenance of school grounds and equipment.
- Researches and acquires new materials and resources to improve the experience of both students and teachers.
- Provides guidance and counseling to teachers.
- Handles school emergencies and crisis.
- Organizes school events and assemblies.
- Implements and monitors school policies and safety protocols.
- Ensures all students and teachers comply with all safety protocols and all expectations set out in relation to COVID-19.
- Overviews administrative tasks such as updating employee records, etc.
- Additional school related duties may be assigned by the Band Manager, as required.

Teacher Roles and Responsibilities:

- Preparing lessons and resources for students
- Tracking and monitoring student success and progress
- Grading and writing report cards
- Using technology as a teaching tool
- Work with students on modified programming and/or IEPs
- Experience and expertise in reading and interpreting psycho-educational reports and writing IEPs
- Experience with diagnostic assessments and remedial programs such as DRA2, WRAT4
- Knowledge of strategies and tools to individualize learning

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- Experience with smart boards, adaptive technology for iPad and laptops
- Liaise with teachers, therapists and outside service, ensuring continuity of support for students.
- Communicate effectively and timely with administrative team, teachers, and parents of students.
- Maintain records for reporting data on students with special needs.
- Must comply with all safety protocols and all expectations set out in relation to COVID-19 and ensure all students are following safety protocols.
- Participate in staff meetings, supervisory duties, after school extra-curricular activities and clubs.

Knowledge, Skills and Qualifications

- Previous experience as a principal or in a similar role, would be an asset.
- Knowledge of school administrative processes and educational regulations.
- Bachelor's Degree in Education.
- Ontario Teacher's Certificate License and membership in good standing with the Ontario College of Teachers.
- Additional qualifications in Special Education and an understanding of students with exceptional needs, would be an asset.
- Experience using differentiated instructional strategies, learning strategies and assistive technologies.
- The ability to make quick decisions under pressure and have a comprehensive understanding of the Ontario Education System and its regulations.
- Excellent problem-solving, critical thinking and decision-making skills.
- Demonstrated organization and analytical skills.
- Ability to work independently, as well as part of the teaching team.
- Ability to work flexibly and to adapt in a constantly changing environment.
- Demonstrated talent for teaching, coaching, mentoring and inspiring students.
- Proven ability to develop smooth, collaborative working relationships with parents and colleagues.
- Evidence of strong written and oral communication and presentation skills.
- Knowledge/experience working with First Nations students would be a benefit.
- Knowledge/experience with proposal writing would be an asset.

Compensation and Benefits

The successful candidate will be provided with:

- Band provided, fully furnished housing in move-in ready condition.

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- Essential household items are provided
- The monthly rent deduction is \$750, which includes heat and hydro.

Other employee benefits are as follows:

- Pension Plan
- Basic Life Insurance
- Short Term Disability (STD)
- Long Term Disability (LTD)
- Healthcare
- Vision care
- Dental care
- Critical Illness
- Accidental Death, and Dismemberment

Compensation will be discussed during the interview process.

Please submit your cover letter and resume to v.mach101@gmail.com by Friday, July 30th, 2021 @ 1:00 pm. All applicants must submit a resume and cover letter to be considered for this position. Please note only the successful candidates will be notified for an interview. Screening of applicants will begin immediately and continue until the position is filled.

The successful candidate must provide a Criminal Record Check and Child Abuse Registry Check. The start date for this position is as early as August 1st, 2021. All term contracts end annually on June 30th.

If Further Information is Required

If you would like further information provided before submitting your application, **please contact Violet Machimity, Band Manager**, by calling the Band Office at (807) – 928 – 2824 and/or via email at v.mach101@gmail.com

Submission of Resumes

Please submit all resumes via email to Violet Machimity: v.mach101@gmail.com