



# WHITECAP DAKOTA EARLY LEARNING CENTRE

## EMPLOYMENT OPPORTUNITY

### INCLUSION SUPPORT WORKER

*We are a modern and progressive First Nation near Saskatoon and if you are an enthusiastic and dedicated professional, we want to hear from you. We offer competitive compensation, and great benefits! Apply to join our team today and see what the Whitecap Dakota First Nation is all about!*

#### **POSITION SUMMARY**

As an Inclusion Worker, you will provide one-to-one support to children at the Whitecap Early Learning Centre (WELC). You will have a strong interest in connecting with your client and providing unique supports and accommodations while encouraging maximum participation. You will work closely with WELC staff to provide the best experience for the children.

#### **DUTIES AND RESPONSIBILITIES**

The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties. In accordance with standards of the Whitecap Dakota First Nation and reporting to the Whitecap Early Learning Centre Manager, the Employee will:

- Review participant accommodation plan to familiarize self with the child's social history, interests, abilities, needs, etc.
- Assist participants with program activities as outlined in their accommodation plans.
- Provide suggestions to WELC staff as it relates to program adaptations to allow for successful participation of participant.
- Ensure participants successful involvement in play-and-explore learning programs, based on individual's abilities.
- Monitor the safety and well-being of participants and reports or documents any challenges or concerns.
- Recognize the participant's strengths and limitations and provides program modifications based on their abilities while considering the need for safety.
- Assist participants with personal hygiene (e.g., toileting, changing, washing hands).
- Assist participants in and out of wheelchairs, on and off toilets, etc., using appropriate lifting techniques and procedures when required.
- Responds to behavioural issues and proactively plans to prevent issues from escalating.
- Responds to escalated issues ensuring safety of all (e.g., implementation of approved physical intervention techniques).
- Refer advanced issues to the WELC Manager.
- Observe and immediately report changes in participants' physical and emotional conditions to WELC Management.
- Ensures medications are taken by participants and stored in a safe/secure space.
- Ensures areas are accessible and barrier free for participants.
- Completes incident reports as required.
- Provides first aid and CPR as required.
- Maintains a strict level of Confidentiality
- Performs other related duties as assigned.

## Education, Experience Requirements, and Working Conditions

- Must have minimum Grade 12 diploma
- Must have, as a minimum, Level I Early Childhood Education Certificate
- Must have Current Standard First Aid, CPR-C and AED certification
- Must be willing to obtain a Vulnerable Sector Check
- Valid Saskatchewan driver's license and access to a vehicle for the full duration of employment is considered an asset
- Ability to lift 35 pounds unassisted.
- May be exposed to body fluids and waste when assisting participants with personal care in washrooms requiring the use of disposable gloves.
- May be required to work with participants who may bite or scratch requiring the incumbent to wear protective arm guards.
- Performs work in accordance with the Occupational Health and Safety Act and current COVID-19 guidelines and measures, including the use of appropriate personal protective equipment to mitigate risk.

The successful candidate will be subject to an acceptable Criminal Record Check as a condition of employment.

## EMPLOYMENT TYPE

- Fulltime, TERM (March 1, 2023 – June 30, 2023)
- Fulltime, TERM (March 1, 2023 – February 28, 2024)

## SALARY AND BENEFITS

- Competitive salary based on qualifications and experience.
- Eligibility for a subsidy of regular rates at the Whitecap Early Learning Centre.

# APPLICATION PROCESS

Submit cover letter and resume by email to:  
[mstdenys@whitecapdakota.com](mailto:mstdenys@whitecapdakota.com)

**APPLICATION DEADLINE**  
**February 14, 2023**

*We wish to thank all applicants for their interest. Only candidates selected for interviews will be contacted.*

