



Substitute Teacher's Assistant (On-Call)

Location: Paqtnkek Education Centre, Paqtnkek Mi'kmaw Nation

Deadline to apply: February 28, 2025

Start Date: As Needed

ABOUT US:

Paqtnkek Education Centre is dedicated to fostering a culturally rich, inclusive, and supportive learning environment rooted in Mi'kmaw values, language, and traditions. We are committed to empowering our students through holistic, Mi'kmaw-centered education that nurtures their academic, cultural, and personal growth.

POSITION SUMMARY:

We are seeking compassionate and culturally grounded Substitute Teacher's Assistants to support the academic and developmental needs of our students. The successful candidates will work collaboratively with teachers to create an environment where Mi'kmaw identity, language, and culture are celebrated and integrated into daily learning.

KEY RESPONSIBILITIES:

- Assist classroom teachers in implementing lesson plans and activities.
- Provide one-on-one or small-group support to students, ensuring an inclusive learning environment.
- Support students with diverse learning needs, fostering academic, social, and emotional growth.





- Help create a classroom environment that reflects Mi'kmaw culture, language, and values.
- Assist with classroom management, supervision, and daily routines.
- Support land-based learning, cultural activities, and community events when applicable.
- Model respectful, responsible, and compassionate behaviour.

QUALIFICATIONS:

- High School Diploma or equivalent (post-secondary education in Early Childhood Education, Education, or a related field is an asset).
- Experience working with children in an educational setting, preferably within Indigenous communities.
- Knowledge of Mi'kmaw culture, language, history, and traditions.
- Strong communication, teamwork, and organizational skills.
- A commitment to culturally responsive and trauma-informed practices.

ASSETS:

- Proficiency in the Mi'kmaw language or a willingness to learn.
- Experience with land-based learning and Indigenous pedagogy.
- First Aid/CPR certification.

CONDITIONS OF EMPLOYMENT:

- A current Criminal Record Check with Vulnerable Sector Screening.
- Child Abuse Registry Check.
- Proof of qualifications and references upon request.





HOW TO APPLY:

Please submit your cover letter and resume to:

Subject Line: Application for Substitute Teacher's Assistant – Paqtnkek Education Centre

HR Director David Kearns

david.kearns@paqtnkek.ca

We thank all applicants for their interest; however, only those selected for an interview will be contacted.

Paqtnkek Mi'kmaw Nation is committed to employment equity and prioritizes applicants from Mi'kmaw and other Indigenous communities.

