



## **Asoqmita'mk Mawita'mk (Pilot Program) Transition Facilitator**

We are currently seeking a dedicated and compassionate Transition Facilitator to join our team at Mawita'mk and partners. As a Transition Facilitator, you will play a crucial role in supporting and guiding diverse learners through the process of transitioning from school to post-secondary education, employment, or community living.

If you are passionate about making a positive impact on the lives of adults (diverse learners) and have the necessary qualifications and experience, we invite you to apply for this rewarding position. Join our dedicated team and help empower adult learners to lead fulfilling and independent lives.

Mawita'mk, We'koqma'q, NS

Employment Type: 1 Year Term Possible extension

Minimum Experience: Mid-level

Closing Date: Friday, July 2, 2024

**Job Description:** Coordinate and facilitate programming based on a student's individualized program plan using the four directional goal setting. The individualized plan will be used to support student personal growth and development and bridge transition from program to community. In this role, you will be responsible for providing personalized transition services to individuals with diverse learning needs, helping them develop the necessary skills and growth to achieve their goals and become active members of our communities. You will collaborate with students, their families, school personnel, and community partners to create individualized transition plans and connect them with relevant resources and opportunities.

### **Transition Facilitator**

- **Division:** Support Services PSE
- **Location:** Mawita'mk, We'koqma'q First Nation
- **Language:** English required, Mi'kmaw speaker a preferred asset.
- **Reports to:** Transition (Pilot) Program Committee

**Revised:** January 2025

**Summary of Responsibilities:**

Provide personalized transition services to adults who are diverse learners:

- Develop and implement individualized transition plans based on four directional goal setting
- Coordinate assessments with partners and families to identify learner's strengths, needs, and goals
- Advocate and support agency of choice to support learners' needs and rights within the community
- Bridge and support learners with relevant resources, services, and employment opportunities
- Collaborate with school personnel, families, and community providers to ensure a supported transition process
- Monitor and document learners' progress and outcomes with portfolio assessment including competency certificates

**Education/Experience:**

- Proven experience (5 years) working with adult learners in a learning/training environment
- Valid driver's license and reliable transportation for off-site visits
- Post secondary education in a related field (Inclusion)

**Skills:**

- Knowledge of transition planning and best practices
- Strong communication and interpersonal skills
- Strong organizational skills
- Ability to assess client needs and develop individualized plans
- Familiarity with relevant laws and regulations related to disability rights
- Proficiency in maintaining accurate records and documentation
- Ability to work with student program assistants to coordinate support for learners

**Assets:**

- Knowledge of structured work systems (The goal of a structured work system is to promote independence by providing the individual information on what to do in a designated work area).
- Experience and skill in building rapport and making connections with diverse learners.
- Experience and skilled in responding to stressed/dysregulated behaviors
- Experience and knowledge in various modes of communication (e.g. ACC)
- Ability to advocate for students for community
- familiarity with low tech assistive supports (buzzers, visual timers, audio books)
- Certification in Non-violent crisis intervention
- Food Handlers Course
- First Aid Training/Certification

**Deadline for Submission: Friday, July 2, 2024**

**Application must include the following:**

1. **Resume with cover letter**
2. **Three References: Most recent employer/supervisor/Other former employer/educational supervisor**
3. **Must be ready to submit the most recent copy (within two years) of criminal record check and vulnerable sector check.**

**Salary (Competitive pay based on qualifications and experience)**

**Start Date (August 12th must be available to participate in training for 4 days in Dartmouth August 19th-22nd)**

Please send resume and cover letter to [darlene@mawitamk.org](mailto:darlene@mawitamk.org)

***In Partnership with Mi'kmaw Kina'matnewey and its family of schools***

