



Indigenous Support Worker Contract

**Port Hardy and North Island
Port Hardy**

Wednesday January 28, 2026

Minimum wage - \$ 20/ hour

Company: Gwa'sala-'Nakwaxda'xw Nations

Industry: Education

Remote/Camp Based Job: No

How to apply:

Applications must include a resume, cover letter, transcripts, three professional references, and any copies of relevant certification. Only that shortlisted will be contacted. Applications will be accepted until 4:00 pm, Friday, February 13, 2026: Grace Smith, Education Coordinator Gwa'sala-'Nakwaxda'xw Nation P.O. Box 5120, Port Hardy, BC, V0N 2P0 Email: gsmith@gwanaknations.ca Fax: 250-949-7402

Attachment: [3470_001.pdf](#)

Expiry Date:

Wednesday, February 11, 2026

Details:

Indigenous Support Worker (Contract) Port Hardy Secondary School 30 hours per week Job Scope • Reports to the School Principal and First Nations District Principal • Assists the teacher in providing educational programs to students • Works with students individually and in groups • Works under the direction of the teacher • Ability to work without close supervision • Perform duties of a confidential nature Major Duties and Responsibilities • Supports the formal education program of all students • Assists students with school work and monitors progress • Works with school staff to support transition from Elementary School or Eke Me-Xi Learning Centre to the Secondary School • Maintains student records including First Nations Program data collection (Survey Monkey) • Participate in First Nation Program team, including the Indigenous Education Enhancement Agreement • Perform other duties as required

Qualifications & Experience:

Qualifications and Experience • Secondary School graduation (with Dogwood Certificate or equivalent) • One-year post-secondary education applicable to work situation including courses such as First Nations Studies, Anthropology, English, Mathematics, Sociology and Psychology • Extensive knowledge of Kwakwaka'wakw culture • Ability to assist secondary students in their school work in the area of mathematics, language arts, social studies and science • Ability to understand and

effectively carry out oral and written instructions • Ability to use a computer (word processing) for record keeping and instructional programs • Good interpersonal skills and communication skills • Two to three years recent experience working with First Nations students • This position has a three-month probationary period
