Job Title	Inclusive Education Advocate
Reports to	Director of Advocacy & Family Initiatives

Inclusion Alberta is a family advocacy organization committed to supporting individuals with intellectual disabilities and their families in pursuing meaningful, inclusive lives in community through personalized advocacy and family leadership development.

Inclusion Alberta assists individuals with intellectual disabilities, including those with complex needs, and their families in planning for and securing an inclusive life. This includes helping them make the most of generic, community-based opportunities, individualized funding, and ensure they have what they need to participate in their communities as valued members.

We are currently seeking an Advocate who is passionate about inclusive education and would like to work with families, schools, and school divisions to advance the inclusion of children with intellectual disabilities in the general education classrooms. The Advocate will work directly with families and their children with intellectual disabilities, and with schools to address issues of access and quality in inclusive education.

Duties and responsibilities: *This list is not comprehensive; it is intended to summarize the primary duties and responsibilities. Staff may not be required to perform all duties listed and may be required to perform additional, position-specific tasks.*

1. Provide individualized support to students, families, and school teams:
    - Help school teams to include students with intellectual disabilities in all aspect of school life (academics, assemblies, field trips, performances, clubs, etc.)
    - Build positive, collaborative working relationships with schools, school districts and families to advance high-quality inclusive education for individual students with intellectual disabilities in K–12 general education classrooms.
    - Assist families to articulate their vision for their child/ren's inclusive education.
    - Act as a bridge between schools and families; help schools enact a family's vision for inclusive education within the complex realities of Alberta public schools.
    - Help school teams leverage peers as natural support in the classroom to improve the quality of inclusive education and feelings of belonging.

2. Act as a resource to teachers in inclusive classrooms:
    - Assist teachers in identifying access points to curriculum and/or modifying grade-level curriculum to be meaningful and accessible to individual students with intellectual disabilities.

Head office: 11724 Kingsway Avenue, Edmonton, AB T5G 0X5 | T: 780.451.3055 F: 780.453.5779 TF: 1.800.252.7556 | mail@inclusionalberta.org | www.inclusionalberta.org
Regional office: 200, 525 - 28 Street SE, Calgary, AB T2A 6W9 | T: 403.717.0361 F: 403.228.2132 | mail.calgary@inclusionalberta.org | www.inclusionalberta.org

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- Develop and/or identify practical tools, strategies and resources that bolster inclusive teaching practices; support the implementation of such resources in classrooms as needed.
- Encourage emerging inclusive practices and help school teams to embed them in individualized learning and behaviour plans.
- Assist school teams to develop modified learning outcomes and report meaningfully on students' academic progress.
- Ensure schools are recognizing and embedding effective strategies for transitioning between grades and schools over time.

3. Internal professional development and capacity building:
   - Remain current on inclusive education research and trends and prepare executive summaries, briefing notes, or training materials about emerging policy and research.
   - Support the growth and development of Inclusion Alberta staff by delivering professional development sessions, providing or creating necessary resources,
   - Provide consultative support to initiatives including (but not limited to) Advocacy and Inclusive Post-Secondary Education.
   - Work with colleagues and senior leaders internally to develop and implement effective consultation strategies for families and schools.

4. Reporting & Triaging of Support Requests:
   - Prepare monthly, biannual, and annual reports on consultative work and inclusive education trends as required by Inclusion Alberta's executive.
   - Manage grant reporting requirements.
   - Work directly with Inclusion Alberta's Advocacy & Family Initiatives Teams to appropriately triage inclusive education files, ensuring timely support to families and school teams.

Qualifications:

- A University degree in a related field or equivalent experience (Education, Disability Studies, or other related discipline).A University degree in a related field or equivalent experience.
- Deep and abiding commitment to inclusive education and the inclusion of people with intellectual disabilities in all aspects of community and home life.
- Strong understanding of the K-12 school system is an asset.
- Demonstrated ability to develop positive and collaborative relationships with families and the systems with which they interact.
- Strong research skills including previous experience understanding policy and academic research.

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- Strong problem-solving and listening skills.
- Direct experience in the education system is an asset.
- Knowledge of the FSCD program is an asset.

Working Conditions:
This position may be based in either **Calgary or Edmonton** and will require regular travel throughout the province. While personal vehicles are not required for out-of-town travel, the successful candidate must have access to a reliable vehicle.

The position is **30 – 37.5 hours per week**, with a salary to commensurate with experience. Only candidates selected for interviews will be contacted. Competition closes when a suitable candidate is found. Please note that the salary will be prorated based on how many hours you work.

Please forward your resume and cover letter as one file in PDF format with the subject line "Advocate" to Catherine Oakleaf, Director of Advocacy & Family Initiatives at coakleaf@inclusionalberta.org.

Inclusion Alberta is committed to being a welcoming, inclusive, diverse, respectful, and equitable workplace. *We welcome applications from all qualified persons, and encourage women, First Nations, Métis and Inuit persons, members of visible minority groups, persons with disabilities, persons of all sexual orientations, gender identities and gender expressions to apply.*

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