

Gitsegukla Elementary School
305 Park Drive
Gitsegukla, British Columbia, V0J 2J3
Phone: 250-849-5739 Fax: 250-849-5276

Job Posting
Education Assistant

Gitsegukla Elementary School's goal is that every student will reach their highest possible level of personal independence. Education Assistants (EAs) play an important role in providing services to students at our school.

Gitsegukla Elementary is accepting applications for an EDUCATIONAL ASSISTANT to provide support to students with specific learning needs, in and out of the classroom. Educational Assistants participate in the implementation of the educational, emotional, social and physical programs for students. The desired qualifications for this position are: a certificate from an Educational Assistant program or a willingness to obtain an Education Assistant certificate.

DUTIES AND RESPONSIBILITIES

- Assist classroom teacher in the education and/or training of students with special needs including learning, emotional, and/or physical challenges on a one-on-one basis, in small groups, or with the whole class;
- Assist in the preparation and delivery of individual educational program goals and strategies;
- Assist students to complete required assignments and tests;
- Assist in the development of behavioural objectives and safely deal with aggressive and self-abusive behaviour from students towards self and others;
- Supervise students during classroom periods, playground sessions, lunch breaks, physical education/gym sessions, field trips, job shadowing or work experience, etc., as required;
- Instruct/assist students with personal hygiene, dressing, and eating routines, as required.
- Modify and prepare specialized teaching aids and materials for students under the direction of the teacher;
- Dispense first aid and handle emergency situations as required. May consult on-site designated first aid staff member as appropriate;
- Provide other related services for students as required;
- Maintain data analysis records on students and liaise with the students' professional team.
- Operate audio-visual machine, tape recorder, CD player, computer, iPad, photocopier, and other specialized equipment in the course of performing duties.

The salary is dependent on qualifications and experience.

Please submit all relevant to documentation to: principal@gitsegukla.net

Closing Date for Application: February 16, 2018