



BLACK GOLD SCHOOL DIVISION

Black Gold School Division is dedicated to promoting diversity, equity, and inclusion in the workplace. BGSD celebrates and welcomes the diversity of all employees, stakeholders, and external personnel.

Education Assistant ~ Part-time Temporary Position

0.4 FTE – 12 hours per week

Robina Baker Elementary School – Devon, AB

Duties:

- Work with Pre-Kindergarten to Grade 4 Classroom
- Provide assistance and support to children in a classroom setting and small group instruction - under the direction of the teacher
- Provide support and assistance to students with medical challenges, speech, challenging behaviour and learning delays
- Provide academic, emotional and social support to students in an individual and/or small group basis in an inclusive environment
- Assist with changing diapers and toileting
- Work as a team member with teachers, other EAs and paraprofessionals and administration
- Other duties as assigned by school administration

Qualifications:

- Early Childhood experience in Pre-Kindergarten programming is an asset
- Education Assistant certificate/diploma is an asset
- Experience and/or training in working with preschool students is an asset
- Experience and/or training in working with severe needs students is an asset
- Willingness to accept new challenges and learn new ideas is required
- Willingness to supervise indoors and outdoors as needed
- PBS and NVC training is an asset
- Ability to work as a team or independently and in cooperation with an experienced team of caregivers; Speech Language Pathologist, Physical Therapist, Occupational Therapist and classroom teacher, under the supervision of a school administrator
- Position commences: February 1, 2024 until June 26, 2024
- Hours of work: Monday to Thursday – 8:25 a.m. to 11:25 a.m.
- Salary and benefits according to C.U.P.E. Collective Agreement
- As a condition of employment, new employees are required to provide a current **Vulnerable Sector Check and Intervention Record Check** at their own expense (prior to starting employment).

Deadline for applications: January 28, 2024 - 12:00 p.m.

Please include a cover letter, resume, and two reference letters in one PDF document.

Competition #23/24 – 159
Please e-mail resume to the attention of:
Danielle Kirton, Assistant Principal
Robina Baker Elementary School
danielle.kirton@blackgold.ca