



BLACK GOLD SCHOOL DIVISION

Education Assistant ~ Part-time Position

.80 FTE – 24 hours per week
École Bellevue School – Beaumont, AB

Duties:

- Provide assistance and support to students in a pre-kindergarten classroom setting under the direction of the teacher
- Provide support and assistance to pre-kindergarten students with medical challenges, speech, challenging behaviour and learning delays
- Work in a variety of settings (floor, small table, kneeling, etc) and ability to lift 50lbs
- Assisting students with changing diapers, toileting, eating and getting dressed
- Provide academic, emotional and social supports and/or behavioral students on an individual and/or small group basis in an inclusive environment
- Work as a team member with teachers, other EAs and paraprofessionals and administration.
- Supervise indoors and outdoors as needed
- Other duties as assigned by school administration

Qualifications:

- Education Assistant certificate/diploma is an asset
- Non-Violent Crisis Intervention training is an asset
- Current and valid First Aid certificate is an asset
- Experience with Individual Program Plans
- Knowledge/training in Positive Behaviour Supports
- Experience and/or training in working with pre-kindergarten students
- Experience and/or training in working with students severe needs
- Willingness to accept new challenges and learn new ideas is required
- Ability and willingness 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
- Completion of Respect in the Workplace and Respect in Schools Program

Details:

- Position commences February 13, 2023 until June 27, 2023
- Hours of work: Monday to Friday – to be determined
- 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: February 7, 2023 - 12:00 p.m.

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

Competition #22/23-687
Please e-mail resume to the attention of:
Jennifer El-Khatib, Principal
École Bellevue School
jennifer.elkhatib@blackgold.ca

Thank you for showing an interest in this position. Only those selected for an interview will be contacted. Resumes of individuals not granted an interview will not be kept on file and will be disposed of appropriately.