



## BLACK GOLD SCHOOL DIVISION

### **Education Assistant ~ Full-time Position (Temporary)**

1.00 FTE – 30 hours per week

#### **Black Gold Summer School Leduc Composite High School – Leduc, AB**

**Duties:**

- Provide academic, emotional and social support to students with accommodations for exams
- Work with a multidisciplinary team to implement individual student programs
- Assist with implementation of behavior plans and ISP strategies and keep appropriate records regarding academic and behavioral issues
- Other duties as assigned by school administration

**Qualifications:**

- Ability to be flexible and adapt to changing demands
- Experience and/or willingness to work with assistive technology
- Willingness to create effective and dynamic social relationships with students
- Strong organizational and interpersonal skills
- Training and experience in working with academically, behaviorally and emotionally challenged students is an asset
- Education Assistant training, certificate/diploma is an asset
- Non-Violent Crisis Intervention training is an asset
- Positive Behavior training is an asset
  
- Position commences July 4, 2023 until July 28, 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: June 10, 2023 - 12:00 p.m.**

**Please include a cover letter and resume in one PDF document.**

Please e-mail the package, quoting the competition number, to the attention of:  
Dan Lake, Principal  
Calmar Secondary School  
[dan.lake@blackgold.ca](mailto:dan.lake@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.