

C.U.P.E. JOB VACANCY

EDUCATION ASSISTANT

Posting Number C-1718-316 (Please refer to this number when applying)

Position:	Education Assistant
Rate:	\$27.95 per hour (current rate)
Shift:	Day
Hours of:	25.75 Hours per week, School Term
Location:	Canyon Heights Elementary School
Effective:	Immediately
Deadline:	May 4th, 2018

NOTE: Training and experience supporting students with Diabetes is desired.

NATURE AND SCOPE OF WORK:

This is specialized work of a student assistance and teacher support nature attending to the personal care, educational and development needs of students who have unique and significant physical, mental, behavioural, emotional or learning style differences. An employee of this class provides assistance by performing a variety of tasks with an individual or groups of students. These tasks are determined by the needs of the individual or groups, so that each employee's work will be as unique as the student(s) they are assisting. In addition, some employees will be required to bring specialized skills to assist students who are visually or hearing impaired, those with chronic health and physical disability issues, and those who are severely behaviourally disordered. The work requires considerable initiative, emotional stability, empathy and understanding of the many and varied issues these students face. This position requires sound judgement in dealing with a variety of situations under the general supervision of a teacher(s). Work performance is reviewed and evaluated by an administrator in terms of effective services rendered to students and staff.

REQUIRED KNOWLEDGE, ABILITIES AND SKILLS:

- Considerable knowledge of the methods and practices related to the learning style and other needs of students with special needs.
- Considerable knowledge of the academic course content and non academic programs as required for assigned students.
- Considerable knowledge of behaviour theories, behaviour intervention strategies, anger management/conflict resolution techniques and situational safety assessment may be required. Working knowledge of child development.
- Ability to implement student Individual Educational Plan (IEP), Individual Care Plan, academic and other individual programs.
- Ability to administer authorized medications and physiotherapy under direction. Ability to administer basic first aid.
- Ability to monitor, adapt and respond to meet the varying medical, physical, educational, and other needs of students.
- Ability to function cooperatively with staff, and others and to maintain effective relationships with special needs students.
- Ability to perform a variety of record keeping tasks, including the collection and monitoring of data.
- Sufficient strength and agility to physically assist students with special needs.

DESIRABLE TRAINING AND EXPERIENCE:

Completion of the 12th grade or equivalent, plus basic first aid, supplemented by a Special Education Teaching Assistant certificate, or equivalent training in psychiatric nursing, practical nursing or child care. Two years prior related experience working with children or young adults with special needs, including behavioral disorders in an educational, institutional, group home setting or support worker capacity, or an equivalent combination of training and experience. Preference will be given to those with a Special Education Teacher Assistant Certificate or equivalent.

APPLICATION PROCEDURE:

Application forms for **CUPE** positions are available on line through the **District Portal** on the **Job Postings>Non-teaching** Jobs web page or at the board office. One application per posting: no other documents (including resumes) are required unless specified. If called for an interview, the applicant may be required to provide an updated resume. Submit applications to:

Human Resources – CUPE Posting, North Vancouver School District
2121 Lonsdale Ave., North Vancouver, BC, V7M 2K6
Fax: 604 903 4605 Email: hiring@sd44.ca



EDUCATION ASSISTANT - BRAILLIST

COMPETITION NO: S 18 ISS 071 REG

Abbotsford School District is looking for qualified candidates for the position of Education Assistant - Brailist. We have a unique opportunity at one of our elementary schools beginning in September.

The overall goal of the Education Assistant – Brailist is to work with students on an individual basis, following established programs in their regular classroom assignments. Also, to prepare Braille transcriptions to assist students in keeping up with their regular assignments.

The brailist will work to assist and support blind and visually impaired students. The brailist prepares materials in braille for students to help them keep up with regular classroom assignments. The person works under the direction and in collaboration with the teacher for the visually impaired and classroom teachers, and under the supervision of the school administrator.

QUALIFICATIONS

- Grade 12 plus one-year Education Assistant or Special Needs training program from a recognized community or technical program
- Knowledge of Unified English Braille (UEB), possess UEB certification and/or be willing to begin courses immediately
- An understanding of how a visual impairment/total blindness affects learning
- Knowledge and experience preparing materials in accessible format; being creative and having a degree of artistic and technical ability to enable production of raised line drawings, tactile images, maps, etc. for student use
- Working knowledge of specialized equipment, such as brailler, braille embosser, braille note taker, etc.
- Exceptional ability to work in as part of a collaborative team
- Proven ability to express ideas effectively, both orally and in writing
- Proven ability to establish and maintain effective work relationships with all internal and external contacts, working collaboratively in a team environment at all times

- Ability to determine, judge and select appropriate course of action within the limits of established methods and procedures
- Ability to communicate effectively using tact, discretion and diplomacy, while maintaining confidentiality in all matters related to the school district
- Ability to be flexible and adaptable
- Demonstrated willingness to participate in professional development opportunities as provided by the district

SPECIFIC ACCOUNTABILITIES

- To produce materials in UEB format for classroom and home use (Literary, Math, etc.) at direction of the Vision Resource Teacher and the classroom teacher
- To transcribe braille copy into print format
- To produce tactile materials for student use
- To assist in the monitoring and proper functioning of equipment designed to assist or accommodate student's needs
- To provide input to classroom teacher, if requested, pertaining to braille; to support student in braille if classroom teacher and EA cannot provide the needed assistance
- To ensure all materials, aids, and equipment needed by student and teacher are available to ensure student's maximum participation in all class activities

The current salary is \$25.60 per hour with a comprehensive benefit package.

Interested applicants should submit a detailed resume outlining qualifications and experience by 4:30 pm on **Friday, July 21, 2017** via e-mail to the Human Resources Department:

hr@sd34.bc.ca

Behaviour Interventionists Wanted!
Supporting Students with a Variety of Special Needs
Hours: 6 ½ Hours/Day
Salary: \$25.89/Hour
(+ 18.6% in lieu of benefits = \$30.70/Hour)



The Vancouver School Board is actively recruiting experienced behavior interventionists to apply for the role of on-call education assistant (called School & Student Support A or SSA for short). The VSB has specialty programs for students with Autism at both the Elementary and Secondary level with the majority of the work being in the Elementary setting.

Important to know:

- On-call SSA's are in high demand and generally work 5 days/week throughout the school year
- On-call SSA's can apply for permanent positions (working at one school) as soon as they are hired
- On-call SSA's can move quickly into a permanent position depending on their qualifications
- On-call SSA's can be personally requested by schools to fill short term positions and provide consistency for the students

Responsibilities vary from site to site. Your duties may include, but are not limited to:

- Collecting data for tracking student progress
- Supporting students to manage their behavior and fostering positive interactions between the student and their peers
- Implement individualized programs and activities while focusing on building independence
- Providing personal care (dressing, toileting, feeding) and/or mobility (lifting, transfers)
- Escorting students on community outings and travel throughout the city

- Some Secondary positions require the SSA to accompany and support students on work experience at various sites

Qualifications:

- Completion of Grade 12
- Completion of a recognized education assistant program, or related training, or **experience in an equivalent position such as Behaviour Interventionist work**
- Ability to lift and position students of varying weights
- The following are considered to be an asset:
 - Experience working on a home team providing Intensive Behaviour Intervention
 - Experience using techniques of Applied Behaviour Analysis
 - Completion of POPARD coursework
 - Non-Violent Crisis Intervention training (e.g., CPI or MANDT)
 - An excellent practicum or work evaluation
 - Ability to speak a second language

Your application must include:

- Cover letter
- Resume
- Contact information for three supervisor references (phone numbers and email addresses)

HOW TO APPLY:

1. Create a profile on Make a Future. www.makeafuture.ca/vancouver
2. Use Job Category "ECE, EA/TA/ERW, Clerical etc."
3. Log in to the Make a Future website: <http://www.makeafuture.ca/regions-districts/bc-public-school-districts/metro/vancouver/>
4. Search for this ad and click "apply now" button at the end of the ad.
5. Apply for the position, upload supporting documents and answer the job posting questions.
6. You will automatically receive an email from this website letting you know your application has been received.

****Please note that only shortlisted candidates will be contacted regarding an interview****

****This posting is ongoing until filled. Qualified applicants are encouraged to apply as soon as possible****

Please note that in accordance with the Criminal Records Review Act, selected candidates must sign a consent form to permit a criminal record review with a \$28.00 processing fee. Employment with the Vancouver Board of Education is subject to passing this criminal record review.

Work in BC's most culturally diverse and urban school district, Vancouver School District No. 39. Set in one of the world's most livable cities, Vancouver is a community-minded district seeking talented educators, progress leaders, and skilled support staff to enrich the learning experience of Vancouver's 50,000 students.

**School and Student Support (temporary for the 2014/2015 school year)
Supporting Kindergarten Students in 8 Inner City Elementary Schools**

Under the direction of the classroom teacher/team, you will assist and support kindergarten students in an inner city elementary school.

Some Examples of Duties:

- Provides student behaviour support to Tier 1 (previously Inner City) schools in kindergarten classes in accordance to the goals outlined in the Inner City / CommunityLINK Revisioning document February 2014
- Assists students with learning and/or independent activities developed by teacher / team
- Provides support to students with respect to their social / emotional learning and school connectedness / belonging
- Attends meetings of student's specific support team
- Assists in maintaining learner records required by program, school district, or provincial government policy
- Under the direction of the teacher/ team, assists in the implementation of student IEP goals and objectives
- Assists with development of instructional learning resources
- Under the direction of the teacher / team, assists in the evaluation and maintains records of student progress; discusses with school team members any changes which may be made to an individual student's program
- Shares relevant information about the performance and behaviour of individual learners to support the IEP goals, transition and program design
- Participates in a wide variety of field trips, sports, recreational and cultural activities with assigned class
- Supervises students, as required, and deals with behaviour concerns with positive behaviour management as they occur
- Follow guidelines established by the program / district to protect the safety and well-being of the students and staff in the classroom
- Maintains files and records regarding the services provided to students including information required for annual reports

Qualifications:

- Completion of Grade 12 plus an Early Childhood Education Diploma with an emphasis on Special Needs
- Completion of a recognized post-secondary Special Education Assistant program an asset
- Minimum of 3 years work experience with at-risk behaviourally challenged and/or learning disabled kindergarten students in an educational setting
- Excellent interpersonal communication, collaboration, and organizational skills
- Experience implementing various behaviour management strategies and modifying intervention strategies for kindergarten aged students including those English Language Learners
- Ability to work effectively as a member of a team as well as the ability to relate well with kindergarten students and other stakeholders such as families, caregivers, social workers and community agencies
- Working knowledge of computers (Microsoft Word, Excel and Outlook) and familiar using email as a form of communication
- One position at Strathcona Elementary will require fluency in conversational French

Your application must include:

- Cover letter
- Resume

- Three professional references: practicum supervisors and other work supervisors

Please note that in accordance with the *Criminal Records Review Act*, selected candidates must sign a consent form to permit a criminal record review with a \$28.00 processing fee. Employment with the Vancouver Board of Education is subject to passing this criminal record review

Applications are accepted through the Make A Future website at the following link
<http://bit.ly/1IEAKaJ>