



WAGALUS ELEMENTARY JOB POSTING

Educational Assistant Job Posting

We are looking for a person with the energy and patience to work with a boisterous class of grade 4/5/6. You must be a self-starter who can look around the classroom and determine what actions need to be taken: Do you need to sit and help a struggling student? Do you need to remind kids to get on task? Do you need to help organize books or equipment? The class needs a fun yet caring person but also a person who can take control of a situation so that the class knows they are in safe hands. You must want to relate to all kids in a positive manner and develop a trusting environment. You may need to deal with students who are unwilling to do work and so must have the tools and patience to encourage them to do as much as they can at the time. You should be strong in reading and math. You must also be able to manage conflicts in a fair and reasonable manner.. Are you willing to learn and take feedback to improve your practice for the good of ALL kids? Are you physically able to walk, run, and play games? Are you a team player? If so, please read the rest of this posting and get your resume ready. We are a positive staff in a spectacular building. Perhaps, you are the person to join our team?

JOB SUMMARY:

The Education Assistant assists in the classroom to support student learning and provides supervision during recess and lunch. The Education Assistant follows the directions of the classroom teacher and has duties such as working with small groups, monitoring classroom behaviour, and assisting the teacher as required. Academic as well as social/emotional skill building will be a part of the Education Assistant duties. The Education Assistant will also be part of the supervisory team throughout the day to keep our students safe.

REQUIREMENTS:

- Completion of Education Assistant Certificate from a recognized institution or related education preferred or willing to start their training ASAP
- Criminal Record clearance
- Readwell/Reading Mastery/Saxon Math experience or willing to take training
- Recent experience with children or youth
- Excellent interpersonal and communication skills
- Physical ability to walk, stand, move as needed with active children

DUTIES / RESPONSIBILITIES:

Classroom

- Assists students with academic
- Maintains discipline
- Ensures student safety at all times
- Assists in the care of sick or injured students
- Assists teachers in preparing materials for lessons
- Works directly with students with special needs

Supervision

- Provides safe supervision of students during lunch and recess
- Works with teachers to ensure students are never unsupervised



WAGALUS ELEMENTARY JOB POSTING

Start Date: Sept 3, 2019 Completion Date: June 19, 2020

Completed application packages must include a cover letter, resume and 2 professional references. Incomplete packages will not be accepted. Please send completed applications by email to Ms Pehgee Aranas - Principal - wagalusprincipal@gmail.com and Marion Hunt – Kwakiutl Education Administrator - kboeducation@gmail.com

Deadline: Friday, July 19/19, 1 pm

Attention Marion Hunt – Kwakiutl Education Administrator - kboeducation@gmail.com