



# Full-Time Educational Assistants

Region: East Kootenay

School/Organization: Kootenay Christian Academy

Employment Type: full-time

Compensation Range: \$17.87/hr - \$27.66/hr based on experience and qualifications

Closing Date: June 7, 2024 (or until filled)

## **Job Description:**

Educational Assistants work as team members with student services staff and classroom teachers to enable students with a variety of learning needs to experience success in the school community.

## **Responsibilities:**

- Along with student services staff and classroom teachers, implement the strategies outlined in each student's Support Plan or Individual Education Plan
- Provide academic, social and emotional support for students.
- Under the direction on the classroom teacher and Student Services Coordinator, adjust materials to meet the needs of the student(s)
- Communicate regularly with all members of the student's school-based team to promote an open, collaborative environment that best serves the student.
- Participate in staff training/professional development activities, staff meetings, and conferences as directed by the Principal or Student Services Coordinator.
- Contribute to the documentation of student's learning.
- Perform other tasks which may include reading or scribing for a student, providing one to one or small group support, assisting the teacher in the classroom, providing personal care and completing other necessary tasks to provide inclusion opportunities for all students as directed by the Student Services Coordinator.

## **Skills & Experience:**

- Strong interpersonal skills with adults and children
- Previous experience working in a learning environment with children and/or youth with learning challenges and/or social emotional needs will be an asset.

## **Qualifications:**

- The preferred candidate will have completed an Education Assistant Program, Early Childhood Education Program or equivalent training.
- Demonstrated compassion and patience for students who face learning challenges and must be able to work collaboratively with colleagues to support student learning.
- Applicants must be living an active faith walk with the Lord.

**Terms of Employment:**

This position is based on a one-year contract and renewed annually based on performance.

- Start date: August 26, 2024
- End date: last day of June or as determined by administration
- The Salary for this position is based on education and experience.

To apply, please forward the following:

- résumé
- cover letter
- personal statement of faith
- contact information for three references.

Application materials can be emailed to [secretary@kcacademy.ca](mailto:secretary@kcacademy.ca)