

# CASUAL EDUCATIONAL ASSISTANT (EA)

**School/Location:** Anglophone North School District

**Department:** Education Support Services

**Internal/External:** External

**Union:** CUPE Local 2745

**Job Type:** Casual

**Salary:** \$32.45 + 4% vacation pay

**Hours:** Up to 30 Hours per Week (Shifts available Monday to Friday)

**Reports to:** Principal

**Location:** Opportunities will be distributed between our schools



## Description

This is work primarily assisting teachers in the performance of their duties as well as attending to the physical needs of exceptional students. Work is under the supervision of a teacher and involves assisting individuals and groups of students. Duties include providing assistance in classrooms, libraries, shops, laboratories and any other learning environment; assisting with the supervision of students; assisting with the preparation of teaching aids and the assembly of materials as directed by the teacher; tutoring students (e.g. assisting with review of classroom work); assisting teachers with maintaining records, and generally assisting teachers with functions designed to fulfill the instructional, social and/or behavioural goals and objectives as planned by the teacher. Duties may also include assisting students with transportation to and from school and moving around within the school; assistance with feeding, hygiene, clothing, and toileting; care of catheterized students and other required health support.

Other related responsibilities may be assigned from time to time as may become necessary to the operation of the school.

## Qualifications

Graduation from high school supplemented by completion of an approved training course related to the field of work, and experience or demonstrated ability in dealing with children, or any equivalent combination of training and experience. Specific training, deemed essential by the Employer to meet the special needs of the student(s), may also be required.

## Mandatory Documents

- Resume
- Criminal Record Check including Vulnerable Sector Check - no more than one (1) year old.

## How to Apply

Applying online is a simple process! Just follow these steps to create an online portfolio and apply for jobs:

- Register at <https://ASDN.simplification.com/>
- Create Your Portfolio (upload Resume & Criminal Record Check)
- Apply for jobs

If you require assistance with creating your account, or uploading documents, please contact Apply to Education at 1-877-900-5627 or [info@simplification.com](mailto:info@simplification.com).

*Thank you in advance for applying. Only those selected for an interview will be contacted.*

*We are an Equal Opportunity Employer and promote a scent-free environment.*