

Educational Assistant – International Student Support

We are seeking a new member of the PCS Staff Team to assist with international student support. In this role, you will work with English language learners in Grades 8 – 12, providing support both in class and in study blocks during the school day and after school. You will work alongside teachers and other educational support staff, and will report to the International Program Coordinator.

Characteristics of the ideal candidate include:

- Appreciation for diverse cultures
- Demonstrated comprehension of a range of academic areas at a secondary level
- Strong written and verbal communication skills
- Excellent interpersonal skills
- Experience working with youth – preferably with international young people
- Ability and desire to collaborate as part of a team
- Experience plan student events
- Communication skills for working with families and agents
- Vibrant Christian faith

Ideally, the successful candidate will possess TESOL certification (or equivalent) as this position is specific to working with students learning English as an additional language.

In addition to supporting students, as part of the PCS staff team you will participate in staff meetings and regular professional development. You will contribute your expertise and insight to team-based planning for individual students and for the international program in general. And, you will be invited and encouraged to engage in the broader school community through involvement in extracurricular activities.

Preferred start date is mid-November. This position is for the remainder of the 2022-2023 school year, with potential for further extension.

Regular hours of work are:

Monday/Wednesday: 8 AM – 4:00 PM

Tuesday/Thursday: 8:15 AM – 4:00 PM

Friday: 8:15 AM – 3:15 PM

If you would like to pursue this opportunity, please forward the following:

- letter of interest
- resume, including at least 2 references
- statement of faith

to: Sarah Edgar (International Program Coordinator)

email: sarah.edgar @pacificchristian.ca

We thank all applicants for their interest and will contact short-listed applicants to schedule an Interview. Priority will be given to applications received by November 7, 2022.