

Pacific Christian Elementary

Full-Time Educational Assistants

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.

Specific tasks:

- 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, 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!
- 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.
- Monday to Friday 8.00 am – 3.15 pm.

REQUIRED SKILLS AND 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.

QUALIFICATIONS

- The preferred candidate will have completed an Early Childhood Education Program or an Education Assistant Program.
- All applicants should have compassion and patience for students who face learning challenges and must be able to work collaboratively with colleagues to support student learning.
- Applicants must have an active Christian faith that shapes their life.

TERMS OF EMPLOYMENT

This posting is for a one-year position, with the possibility of an extension.

- Start date: August 26, 2024

- End date: last week in June
- The Salary for this position is based on education and experience. Here is the [2023-2024 EA Wage Grid](#) (There is an expected wage increase for the 2024-25 school year)

To apply, please forward the following:

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

Application materials can be emailed to Candis Gibbs (Student Services Coordinator) at candis.gibbs@pacificchristian.ca

This posting will remain open until filled, but priority consideration will be given to applications received by May 15.