

SCHOOL DISTRICT #27 (CARIBOO-CHILCOTIN)

Phone: (250) 398-3812 Fax: (250) 392-4625

October 10, 2018

EXTERNAL POSITION

Posting #: S-2018-201 TEMPORARY

Position: EDUCATION ASSISTANT

Location: Lake City Secondary
10 mos., 05.00 hours/week.

Duration: Effective immediately to January 25, 2019. Schedule to be determined in consultation with school administration.

Rate of Pay: Level 1: 23.59
Level 2: 26.22

Threshold Qualifications:

- Completion of a recognized Education Assistant course
- Experience and/or training working with groups of children in a school or other educational setting
- Demonstrated ability to employ effective behavior management techniques
- Working knowledge of high school subjects and/or secondary school subjects
- Fluency in written and spoken French

Desirable Qualifications:

- Experience in a multi-grade classroom setting
- Training and experience working with students with Autism

Duties Include, but are not limited to:

- Under the direction of the teacher, providing education assistance in learning activities for students
- Working one-on-one with students and in small groups

Fringe benefits are as provided in the current Union Agreement. Union membership is a condition of employment.

New applicants are required to complete the “Application for Employment – Non-Teaching (External Applicant)” form. This form can be obtained on-line by following the steps below:

1. Select the ‘Staff Resources’ tab from the top of the School District website (www.sd27.bc.ca)
2. Select ‘2. Support Staff Forms and Resources’
3. Scroll down to the ‘Application for Employment – Non-Teaching (External Applicant)’

Completed forms can be submitted in one of two ways:

1. via email, as an attachment, to iuoepost@sd27.bc.ca
2. drop off in person at the Board Office, located at 350 N. 2nd Avenue, Williams Lake.

PLEASE NOTE: The application form may also be obtained from the Board Office.

School District No. 27 (Cariboo-Chilcotin) is an equal opportunity employer.