

**SCHOOL DISTRICT #27 (CARIBOO-CHILCOTIN)**

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

January 7, 2019

EXTERNAL POSITION

Posting #: S-2018-231 TEMPORARY

Position: EDUCATION ASSISTANT

Location: MOUNTVIEW ELEMENTARY SCHOOL  
10 mos., 18.00 hours/week.

Duration: Effective immediately. Preferred schedule is Monday - Thursday, however there is flexibility in scheduling. 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
- training and experience working with students with challenging behaviors
- demonstrated ability to employ effective behavior management techniques
- training and experience working with alternate communication techniques
- training and experience working with students with Autism Spectrum Disorder
- training and experience working with physically dependent children

Duties Include, but are not limited to:

- under the direction of the teacher, providing educational assistance in learning activities for students
- working one-on-one and in small groups
- personal care of students (toileting)

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

New applicants are required to complete an "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 page ([www.sd27.bc.ca](http://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 [iuopost@sd27.bc.ca](mailto:iuopost@sd27.bc.ca)
2. Drop off in person at the Board Office, located at 350 N. 2<sup>nd</sup> 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.**