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EMPLOYMENT OPPORTUNITY

INTERNAL POSTING

POSITION: Education Program Assistant
LOCATION: Wasauksing Kinomaugewgamik
DURATION: Permanent (based on the academic school year)
SALARY: To be determined, based on skills and experience
CLOSING: Thursday, September 29, 2021

Summary of Position:

The Education Program Assistant offers additional staff support in classes where students with moderate to severe exceptional needs are present. These needs are in addition to or beyond academic needs and are demonstrated frequently and consistently. A priority is to support these students to develop self-advocacy and/or behaviour management skills to complete successfully their own personal learning tasks and to foster independence.

Under the guidance of the Classroom Teacher, the Education Program Assistant will be responsible for providing individualized support as well as direct supervision for specific students. The Education Program Assistant will be responsible for implementing the Individual Education Plan. Under the direction of the Classroom Teacher, the Education Program Assistant will modify student lessons and assignments to meet the students' needs, interests and learning style.

The Education Program Assistant also assists the Classroom and/or Resource Teachers by providing general classroom support for all students. This facilitates the integration of students with special needs in the regular classroom, allows for informal support of other students' learning needs, and enables the classroom and/or resource teachers to work more closely with individual special education students to address educational needs.

Qualifications:

- Must have a High School Diploma or its equivalent;
- CPR/First Aid Certification would be an asset;
- Must have experience working with children and youth;
- Ability to speak Anishinaabemowin would be an asset;
- Must have a proficient level of communication skills, verbal and written;
- Must have physical abilities consistent with requirements of the job which may include personal and physical care;
- Non-violent Crisis Intervention training would be an asset;
- Additional courses and/or workshops in child/adolescent studies, restorative circles and student learning needs would be an asset.

Skills:

- Ability to maintain confidentiality
- Excellent oral and written communication skills
- Flexible and creative approach to function in a highly demanding and sometimes stressful job
- Patience and commitment required to work with children who may exhibit academic, social/emotional or behavioural needs
- Proficient with computers and other technological devices
- Ability to communicate effectively with others as a member of a team including giving and receiving feedback
- The ability to work independently and to take initiative as well as work as a team

Successful candidate must provide a clean CPIC - Vulnerable Sector check before being offered the position.

If you are interested in applying, please provide a cover letter, resume, and three current employment related references including contact information to:

Catherine Pawis - Principal, Wasauksing Kinomaugewgamik

Wasauksing First Nation
P.O. Box 250
Parry Sound, ON
P2A 2X4

Fax: 705-746-5984

Email: principal@wasauksing.ca

Marked: "CONFIDENTIAL"

Copies of this posting and job description are available upon request.

Direct inquiries to: Catherine Pawis at 705-746-2531 Ext. 2258 or principal@wasauksing.ca

**Note: We thank all those who apply; however, only those selected for an interview will be notified.
Late applications will not be considered.**