



POSITION: Educational Assistant(s) – Contact Positions
LOCATION: Wikwemikong Board of Education
SALARY: As per WBE Salary Grid
START DATE: Immediately

The Educational Assistant will work under the direct supervision of the Special Education Resource Teacher, the Special Education Coordinator and general direction of the School Principal.

DUTIES AND RESPONSIBILITIES:

- To assist in program delivery and work closely with the Special Education and Classroom Teacher in integrating individual student education plans.
- Keep a daily log of student's progress, maintain positive contact with parents.
- Contribute to the diagnostic evaluation process.
- Participate in school activities and ongoing professional growth.
- To work with assigned students to develop social skills, develop timetables, and assist with daily physical functions.
- Implement speech and language programs, physiotherapy and occupational therapy, behaviour modification and life skills programs as needed.
- Assist with overall Special Education needs as required.

QUALIFICATIONS, KNOWLEDGE, AND EXPERIENCE:

- Developmental Services Worker (DSW), Early Childhood Education diploma or Native Classroom Assistant Program certificate.
- Knowledge of Discipline and Behaviour Theories.
- In excellent health and may be required to become physically involved (and heavy lifting).
- A strong interest and competency in meeting the requirements of special needs children.
- Experience working with First Nations students an asset.
- Fluency in the Anishinabe language, knowledge and appreciation of Anishinabe culture and heritage are considered definite assets.

HOW TO APPLY:

- Provide letter of application and resume.
- Current (original) criminal/vulnerable reference check (within the last 90 days).
- TB-Mantoux Test (within the last 90 days).
- Provide a resume and three (3) current letters of work-related references, on letterhead.

DIRECT APPLICATIONS TO: "Educational Assistant"
Sonya Morningstar, Human Resource Manager
Wikwemikong Board of Education
34 Henry Street
Wikwemikong, Ontario P0P 2J0
Tel: 705-859-3834 Fax: 705-859-3787

CLOSING DATE: February 15, 2019 @ 2:00 p.m.

Only those selected for an interview will be contacted.