



NISGA'A SCHOOL DISTRICT NO. 92

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New Aiyansh, BC

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INTERNAL / EXTERNAL
Competition #25-31
TEMPORARY EMPLOYMENT OPPORTUNITY
1 Skills Link Education Assistants
Alvin A. McKay Elementary School

Nisga'a School District No. 92 is accepting applications for a Skills Link Mentored Work Placement (Educational Assistant) assigned to Alvin A. McKay Elementary School located in Laxgalts'ap, BC. This is a temporary full-time position at 27.5 hours per week. The position will run from September 19 until the end of March 2025 or while funds last. The applicant must be between 20 to 30 years of age. The successful applicant will be required to support programs designed by teachers and administration.

The candidate will be mentored in the roles and responsibilities of an Education Assistant, working with students in a K-7 setting. One mentoring teacher is the Learning Support Teacher who works with students 1:1 and in small groups. She will mentor the candidate in how to lead oral language, literacy and numeracy groups in order to help students be more successful in their classroom learning. The second mentoring teacher is the classroom teacher.

Duties and Responsibilities

1. Student Support
 - As directed, provides direct educational classroom support to students in various classrooms including implementation of modifications to the curriculum
 - Assists the teacher in preparation of lesson materials.
 - In accordance with a care plan, provides personal care assistance such as toileting, feeding, diapering, and dressing; provides physical assistance such as wheelchair maneuvering, positioning, lifting, transferring and motor skill development exercises.
 - Implements components of health care plans, such as: administering medication, catheterization, monitoring seizure activity and gastro tube or other complex feeding.
 - Implements, as directed, educational support programs such as speech therapy, physical therapy and/or occupational therapy and assists students using specialized equipment such as speech computer programs, personal communicators and wheelchairs.
 - Supports students during emotional outbursts using non-violent crisis intervention strategies
 - Dispenses medication and carries out health care plan and procedures outlined in a care plan
 - Uses computers and specialized equipment to provide support and instruction including augmentative and alternative communication equipment (e.g. communication boards, sign language, braille, oral interpretive skills), troubleshoots and programs such equipment
2. Individual Education Plan Responsibilities
 - Participates as a member of the School Based Team to contribute to the planning for the social, emotional, physical and academic needs of the students.
 - Implements the Individual Education Plan as determined by the Team.
 - Observes, monitors and documents health, behavioural and academic changes and progress.
3. Student Supervision and Safety Support
 - Organizes and monitors the safe arrival, departure and emergency evacuation of students.
 - Monitors students' behaviour during daily arrival, class changes, dismissal and in the lunchroom and on the playground.
 - Monitors the class/students when the teacher is out of the room.
 - Monitors students at community-based activities.
 - Provides preventative and emergency response care for students.

Qualifications and Experience

1. Completion of Grade 12 or equivalent including English 12
2. Related experience with children.

Applications must be made in writing, accompanied by 3 work related references and transcript(s) that address level(s) of competency in the above qualifications. All applicants must comply with the Criminal Records Review Act.

Pay and Benefits are in accordance with CUPE Local 2298 Nisga'a Collective Agreement.

Should you require any information, please contact Martha Swinn, Principal at mswinn@nsgaa.bc.ca. Emailed applications will be accepted until **12:00 pm September 18, 2024**. We thank all applicants, however only those chosen for the interview process will be contacted.

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Attention: Human Resource Department
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PO Box 240
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