

SCHOOL DISTRICT NO. 92 (NISGA’A)

BOARD OFFICE

PO Box 240 Phone: 250-633-2228

Gitlaxt’aamiks, BC Fax: 250-633-2401

V0J 1A0

*INTERNAL / EXTERNAL*

**Competition #20-002**

EMPLOYMENT OPPORTUNITY

**EDUCATION ASSISTANT**

Nisga’a Elementary Secondary School

School District No. 92 (Nisga’a) is accepting applications for an Educational Assistant assigned to Nisga’a Elementary Secondary School located in Gitlaxt’aamiks BC.  This is a fulltime position at 25 hours per week and will begin February 3, 2020 and end June 26,2020. The successful applicant will be required to support programs designed by administration and teachers as well manage the coordination and daily running of the Breakfast Club program.

**Essential Qualifications:**

* Completion of Grade 12 and hold an Educational Assistant Certificate or be willing to work towards obtaining one. A copy needs to be on file
* Knowledge of social/cultural skills among children
* Ability to work cooperatively with administration, school office staff, teachers and specialists
* Ability to work constructively with parents and students as requested
* Experience with Elementary school students
* Experience in a high-energy environment working with students
* The successful candidate will support assigned students with academics and behavior as well as keep a daily journal of student progress
* Participate in the planning and development of classroom learning individual education plan
* **Food safe certified – copy must be on file**

Applications must be made in writing, accompanied by 3 work related references. All applicants must comply with the Criminal Records Review Act before being employed.

Pay and Benefits are in accordance with CUPE Local 2298 Nisga’a Collective Agreement. Should you require any assistance, please contact Kory Tanner, at 250-633-2030.

Emailed applications will be accepted until **12:00pm January 27, 2020**. We thank all applicants, however only those chosen for the interview process will be contacted.

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Attention Human Resource Department

School District No. 92 (Nisga’a)

PO Box 240

Gitlaxt’aamiks BC, V0J 1A0

Email:  humanresources@nisgaa.bc.ca