



## NISGA'A SCHOOL DISTRICT NO. 92

4702 Huwilp Road,  
PO Box 240  
New Aiyansh, BC

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V0J 1A0

*INTERNAL / EXTERNAL*

Competition #26-37

**EMPLOYMENT OPPORTUNITY**

**2 EDUCATION ASSISTANTS**

Gitwinksihlkw Elementary School

Nisga'a School District No. 92 is accepting applications for two Education Assistants assigned to Gitwinksihlkw Elementary School located in Gitwinksihlkw, BC. This is a full-time position at 27.5 hours per week starting September 2. The successful applicant will be required to support specific students and programs, as well as student supervision, as designed by administration.

### **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, behavioral and academic changes and progress.
3. Student Supervision and Safety Support
  - Organizes and monitors the safe arrival, departure and emergency evacuation of students.
  - Supports supervision of students before school, recess, lunch, and after school.
  - 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. EA certification
2. Completion of Grade 12 or equivalent including English 12
3. Related experience with children.

Applications must be made in writing, accompanied by three 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, District Principal of Human Resources at [hr@nisgaa.bc.ca](mailto:hr@nisgaa.bc.ca). Emailed applications will be accepted until **3:00 pm, August 27, 2025**. We thank all applicants, however only those chosen for the interview process will be contacted.

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**Attention: Human Resource Department**

Nisga'a School District No. 92

PO Box 240

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Email: [humanresources@nsgaa.bc.ca](mailto:humanresources@nsgaa.bc.ca)