



**SCHOOL DISTRICT NO. 92 (NISGA'A)  
BOARD OFFICE**

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V0J 1A0

**SCHOOL DISTRICT NO. 92 (NISGA'A)  
BOARD OFFICE  
2021-3**

**EMPLOYMENT OPPORTUNITY  
Responsible Adult/ ECE Assistant  
School District No. 92 (Nisga'a)**

School District No. 92 (Nisga'a) is looking for a reliable and enthusiastic Responsible Adult/ ECE Assistant to join our team!

**Key Responsibilities:**

- Planning and implementing activities for school aged children.
- Ability to create a safe, nurturing, caring and educational environment.
- Maintaining a clean environment for children which includes light housekeeping.
- Observe and create an inclusive environment for children to learn.
- Supervise and support children in indoor and outdoor play.
- Communicate with parents regarding their child(ren)'s day to day activities at school and development.

**Skills and abilities:**

- Well-developed oral and written communication skills.
- Knowledge of emergent curriculum.
- Knowledge and understanding of Nisga'a language and culture an asset.
- Previous work experience in a similar environment an asset
- Caring, Positive, pro-active, and professional.
- Reliable, cooperative and flexible work ethic.
- Sense of responsibility.
- Team player.
- Honest and dependable.

**Qualifications required:**

- Current Responsible adult/ECEA License to practice.
- Current First Aid Certificate & Immunization record.
- 3 References
- Current criminal record check with vulnerable sector check.
- Continue professional development through attending workshops, conferences and other staff development – minimum 12 hours annually.

**\*\*Please note**

Due to licensing requirements, only applicants 19 years of age or older can be considered for this position. Centre is closed on all statutory holidays.

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.

Emailed applications will be accepted until **3:00pm November 30, 2021**. We thank all applicants, however only those chosen for the interview process will be contacted.

**Attention: Kory Tanner Secretary Treasurer**  
School District No. 92 (Nisga'a)  
PO Box 240  
New Aiyansh, BC V0J 1A0  
Email: [ktanner@nisgaa.bc.ca](mailto:ktanner@nisgaa.bc.ca)