



**Our Vision:** *We imagine a world where all are empowered to reach their full potential through faith and service.*

**Our Mission:** *The ALCDSB builds faith-filled learning communities where each member is loved, inspired and successful.*

**Our Priorities:** *Faith; Equity and Well-Being; Achievement and Innovation; Resource Management*

**Job Posting Number:**

**SUPPLY EA-2023-2024**

**Job Title:**

**Educational Assistant – Special Education**

*This position is open to all candidates.*

Location	Site	FTE	Assignment
Supply List	Board Wide All School locations	Temporary Casual	Effective Immediately On Call Potential Full Time & Part Time Temporary Work

As a team member and under the supervision and guidance of the Principal and direction of the Teacher, the Educational Assistant - Special Education works cooperatively with teachers and other Special Education staff in providing instructional support, physical needs support, facilitating communication, implementing plans, and fostering educational and social skills of any students with special needs as assigned by the Principal. The Educational Assistant -, Special Education will also perform the following duties as defined by the Principal in communication with the teaching staff: contribute to the total care and well-being of the student(s); implement all strategies as directed by the teacher(s) responsible for programming; preparation of program support materials for supported students; assist in supervision and assist in maintaining discipline.

**Qualifications:**

- College diploma in Behaviour Science Technology, Developmental Service Worker, Child and Youth Worker or Social Service Worker or a diploma in Early Childhood

Education or Personal Support Worker Certificate combined with experience working with students with complex needs. Consideration will be given to the equivalent combination of education and experience.

- Two to three years of previous experience working with children/adolescents with learning or developmental disabilities in a formal environment.
- Excellent verbal skills;
- Excellent interpersonal skills;
- Capable of working in various settings;
- An understanding of school responsibility for learner progress;
- Ability to function within an interdisciplinary team and take direction;
- Proven ability to deal with confidential information in a discreet manner;
- Physical ability to be able to perform the work including possible lifting of children up to 25 kg. (or 55 lb.);
- Knowledge of relevant Special Education resource tools;
- Willingness to accept technical training as required;
- Experience in alternative communication an asset;
- Experience in basic computer skills is an asset.

***The board is seeking candidates who demonstrate the following Core Competencies:***

***Communication***

***Innovation***

***Interpersonal Relations***

***Leadership***

***Planning and Organization***

***Professional Integrity***

***System Thinking***

As a condition of employment, the successful candidate must provide a Criminal Background Check (CBC) with vulnerable sector screening current within six months of date of hire.

***In this position you will work on an on-call basis replacing absent staff. Full Time and Part Time Temporary opportunities are often available and offered to supply staff. Supply staff are considered before external applicants when applying for permanent positions with the board.***

**Salary:**

\$23.15 per hour

**Application and Requirements:**

Applicants will only be accepted through Apply to Education. Please follow the steps at [SUPPLY EA-2023-2024 - Educational Assistant – Special Education | Algonquin and Lakeshore Catholic District School Board \(simplification.com\)](https://www.alcdsb.on.ca/supply/ea-2023-2024-educational-assistant-special-education) Posting 3549721

At the Algonquin and Lakeshore Catholic District School Board, we are guided by a strong system of values that promote dignity and respect for every individual. We are committed to

removing barriers and creating a workplace that is inclusive and welcoming to people of all backgrounds, cultures, genders and abilities.

*In compliance with the Accessibility for Ontarians with Disabilities Act (A.O.D.A.) we will make the necessary accommodations for applicants who require accommodations. Please contact the Human Resources Department by email [work@alcdsb.on.ca](mailto:work@alcdsb.on.ca) to make an accommodation request.*

All information received relating to a candidate's required accommodation will be addressed confidentially by Human Resources.

***While we thank all those who have applied, only those candidates selected for an interview will be contacted.***