



**EXTERNAL Job Posting Number: #43-18-19-EA**

**Job Title: Educational Assistants – Special Education**

**Job Description:**

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.

Job	School	Location	FTE	Assignment
1.	St. John XXIII C.S.	Kingston	0.5 FTE - 8:45 a.m. - 12:07 pm	Permanent Contract Position
2.	Our Lady of Fatima C.S.	Belleville	0.5 FTE - 9:00 am - 12:22 pm	Permanent Contract Position
3.	Sacred Heart C.S.	Wolfe Island	0.5 FTE - 8:35 a.m. - 11:57 pm	Permanent Contract Position
4.	St. Carthagh C.S.	Tweed	<b>0.5 - 9:20 a.m. - 12:32 pm</b>	Permanent Contract Position
5.	Sacred Heart C.S.	Batawa	<b>0.5 FTE - 9:00 a.m. - 12:22 pm</b>	Permanent Contract Position
6.	Our Lady of Lourdes C.S.	Kingston	0.5 FTE – 12:15 p.m. – 3:37 p.m.	Permanent Contract Position

7.	St. Joseph Catholic School	Belleville	1.0 FTE	Permanent Contract Position
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**Qualifications:**

- Qualified applicants should have a Developmental Service Worker Diploma, Social Service Worker Diploma, Child and Youth Worker Diploma or equivalent education. Excellent verbal, written and interpersonal communication skills are required to effectively interact with student(s), teacher(s) and school principal. Punctuality and regular attendance are considered important aspects of the job.

**Salary/ Range:**

\$20.22 - \$23.79 per hour

**Application and Requirements:**

Only applications received by **October 19, 2018 @ 4:00 p.m.** will be considered.

**Applications will only be accepted at: [www.applytoeducation.com](http://www.applytoeducation.com)**

**Job Posting 2606478 on Apply to Education**

Contact: Christine Farrell, Staffing Officer (Support)

Human Resources Dept.

[farrell@alcdsb.on.ca](mailto:farrell@alcdsb.on.ca)

**Closing date: October 19, 2018 by 4:00 p.m.**

Notes: **This is an External job posting. As a condition of employment the candidate must provide an acceptable Criminal Background Check (CBC) with vulnerable sector screening (current within 6 months of date of hire).**

*While we thank all those who have applied, only those candidates selected for an interview will be contacted. We are committed to inclusive and accessible employment practices – Please notify the above if you require an accommodation to fully participate in the hiring process.*

*In compliance with the Accessibility for Ontarians with Disabilities (O.D.A.) the Algonquin and Lakeshore Catholic District School Board welcomes and encourages applications from people with disabilities. We will make the necessary accommodations for applicants with disabilities to support all aspects of the recruitment process. Please contact the Human Resources Department if you require assistance with any accommodations.*

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[www.alcgsb.on.ca](http://www.alcgsb.on.ca)