



### **Job Description: On Call Educational Assistants**

Educational Assistants work as team members with student support staff and classroom teachers to enable students with a variety of learning needs to experience success in the school community.

### **Specific tasks:**

- Along with student support staff and classroom teachers, implement strategies noted in the subplan according to the student's diagnosis and challenges.
- Provide academic, behavioural, and social/emotional support for students
- Under the direction on the classroom teacher, adjust materials to meet the needs of the student(s)
- Perform other tasks which may include reading or scribing for a student, providing one to one or small group support, assisting the teacher in the classroom, providing personal care and completing other necessary tasks to provide inclusive opportunities for all students
- School day: Monday to Thursday 8:15 am – 3:15 pm, Friday 8:15-12:30

### **Required Skills and Experience**

- Strong interpersonal skills with adults and children
- Previous experience working in a learning environment with children and/or youth with disabilities, learning difficulties, ADHD, and/or mental health challenges.
- Strong written and oral communication skills
- Comfortable with Google Classroom an asset (middle school and high school)

### **Qualifications**

- Early Childhood Education Program or an Education Assistant Program is an asset
- All applicants should have compassion and patience for students who face learning challenges and must be able to work collaboratively with colleagues to support student learning.
- Applicants must have an active Christian faith that shapes their life.

### **Terms of Employment**

- Start date: ongoing
- End date: last week in June (you will be contacted the following year to confirm availability for a new school year)
- Hourly rate: On Call EA \$25/hour, Uncertified EA/Responsible adult \$21.50/hour



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## **Nanaimo Christian School**

198 Holland Road . Nanaimo . BC . V9R 6W2

Ph. 250.754.4512 Fax. 250.754.4271

[info@ncsnanaimo.com](mailto:info@ncsnanaimo.com) | [ncsnanaimo.com](http://ncsnanaimo.com)



To apply, please forward the following:

- Résumé
- cover letter
- personal statement of faith
- contact information for three references

Application material can be emailed to [office@ncsnanaimo.com](mailto:office@ncsnanaimo.com)



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