



School District No. 64 (Gulf Islands) invites applications for the temporary, twenty (20) working hours per week position (0.6057 FTE) as Educational Assistant for Saturna Elementary School/SEEC on Saturna Island, located in the Strait of Georgia between Vancouver and Victoria. This position is effective as soon as possible to June 27, 2019. The job description for this position can be found at: <http://sd64.bc.ca/job-information/> (Paraprofessional IV, Educational Assistant I). The pay rate is \$23.83 per hour.

**Role/Duties and Responsibilities:** Under the direction of a teacher and/or administrator, assists teachers in designing, implementing, supervising and assessing educational programs and providing instruction to individual students and groups of students (responsibilities and duties outlined in the School Act (section 17) and Regulations (section 4)); provides behavioral management, personal care, and supervision support in the classroom, school, playgrounds and on field trips

**Necessary Qualifications:**

**Includes:**

- Agility and ability to respond quickly to situations where students may be at risk
- Proficiency in implementing low and high tech Augmented Alternative Communication programs to support primary aged non-verbal student(s)
- Familiarity with output/speech generating devices that facilitate speech and language development (including ipad apps)
- Willingness to participate in training and orientation
- Ability to support multi-age (K-12) classroom environments
- Support students with significant behaviour challenges, mental health and chronic health needs, sensory integration disorder, severely delayed cognitive abilities, personal care needs and students with Autism Spectrum Disorder
- Provide classroom support for early literacy skills
- Support the implementation of social thinking skills programs
- Playground supervision

Review of applications received will commence on Friday, February 8, 2019. You are encouraged to submit your application prior to this date for full consideration; however, the competition will remain open until a successful candidate is found or until otherwise advised on our website.

**Applications with supporting documents should be forwarded to:**

Linda Underwood, Assistant Superintendent  
c/o Lori Deacon, Executive Assistant  
School District No. 64 (Gulf Islands)  
112 Rainbow Road  
Salt Spring Island, B.C. V8K 2K3  
Fax: 250-537-4200 / Email: [ldeacon@sd64.org](mailto:ldeacon@sd64.org)

**Please include with application:**

- A letter of application
- Current resume with supporting documentation that will ensure qualifications are met or exceeded in this position
- Names of three professional references including their addresses, phone numbers and email addresses

***Please note: incomplete applications will not be considered.***

***Thank you to all who apply; however, only those individuals chosen for an interview will be notified.***