

SCHOOL DISTRICT NO. 74 (GOLD TRAIL)

PLEASE POST

Temporary SPECIAL TEACHING ASSISTANT



Comments	Date Position to be Filled	Rate of Pay	Date of Posting
New Temporary Position	As soon as possible, to 29 June 2010	\$24.34/hr	02 March 2010
Posting Number	Location	Hours of Work	Specific Information
10.004	David Stoddart Secondary School	4 hrs/day (20 hours per week)	10 Month position

DESCRIPTION OF POSITION:

The **Special Teaching Assistant**, under the direction of the Principal or teacher, is required to assist with students in a variety of school and educational situations. The successful applicant is expected to:

- Be a self starter who will show initiative and operate with minimum supervision
- Have a pleasant, amiable disposition in working with students, professional staff and parents
- Have the ability and ready willingness to listen to and follow directions for duties to be performed
- Be able to handle behaviour concerns in a rational, equitable manner
- Be able to work constructively as a team player as school programs are being developed
- Possess effective communication and interpersonal skills
- Assist in encouraging learning and appropriate behaviour in a classroom and school environment
- Work co-operatively and constructively with outside resource people in the delivery of programs
- Carry out life-skills routines/activities
- Demonstrate the ability to work effectively with special needs students and respond effectively to challenges that are physically and emotionally demanding
- Carry out daily student schedules under the direction of professional staff
- Record data on student's behavioural and academic progress
- Participate in school-based conferences with students, parents and staff
- Relate in a supportive, positive, encouraging manner to students of all ages.

REQUIREMENTS OF POSITION:

- Grade 12 or equivalent (some post-secondary training in related fields an asset)
- Successful completion of, or enrolment in, a Teacher Assistant Program or equivalent education
- Ability to implement the strategies outlined in Individual Education Plans
- Knowledge and understanding of First Nations culture
- Knowledge of community resources
- Ability to work in the home, community and/or school setting
- Knowledge of mechanics, shop tools and familiarity in a shop environment
- Excellent communication, interpersonal and organizational skills
- Ability to supervise a work experience placement
- Training and experience in Non-Violent Crisis Intervention, Restorative Practices and Conflict Resolution
- Working knowledge of anger management strategies and the demonstrated ability to diffuse anger in children
- Personality and health appropriate to the position
- Strong communication and interpersonal skills, particularly with secondary aged students

APPLICATIONS:

In writing, with details of qualifications and abilities before **4:00 p.m. on 09 March 2010**

LYNDA MINNABARRIET, Secretary-Treasurer

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