



Casual Educational Assistants

Posting #: 081

Assignment: Casual/Substitute

Posting Date: February 5, 2024

Location: Various Locations

Salary Range: \$19.25

Closing Date: Open Until Filled

Start Date: Earliest Possible

Other Information: Seine River School Division is located in Southeastern Manitoba. Our division stretches from La Salle in the Northwest to La Broquerie in the Southeast. We offer English & Immersion programs at our various schools.

Responsibilities:

- Assist student(s) in developing social, life, and learning skills
- Prepare, organize, and maintain activity centers and therapy equipment
- Supervise student(s) in classroom, schoolyard, in the school and out of school activities as required

Qualifications:

- First Aid and CPR Certificate(s)
- Fluency in both official languages French & English written and oral is considered an asset
- Good communication, observation, and documentation skills
- Demonstrated ability to work independently and as part of a team
- Demonstrated ability to follow program guidelines and Individual Educational Plans
- Demonstrated ability to help student(s) focus and control their emotions
- Demonstrated proficiency in the use of personal computers and related software applications
- Previous experience working with students with exceptional needs will be an asset
- Willingness to assist with toileting and self-care needs
- NVCI or other Non-Violent-Crisis Intervention training is an asset
- Previous educational experience is preferred
- Preference will be given to those who are currently enrolled in or having completed an Educational Assistant Diploma

As a condition of employment, all new hires must complete a satisfactory criminal record check with vulnerable sector search, and child abuse registry check as part of the hiring process.

★ **Please include the job posting number in the subject of your email.**

Interested candidates are invited to submit a cover letter and resume, along with three (3) references on or before 4:00 PM on the closing date to:

Human Resources
Seine River School Division
Email: humanresources@srsd.ca

Note: We thank all applicants for their interest, however, only those selected for an interview will be contacted. Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process.

Seine River School Division welcomes diversity in the workplace and encourages applications from all qualified candidates.