



Job Opportunity
Educational Assistant (EA)
Expected Start Date: September 2021

Application Deadline: June 3, 2021

General Description:

Under the supervision of the LSK Principal the Education Assistant (EA) will be responsible for providing academic and/or behavioural supports that respect the rights of the students at LSK. This position is also responsible for incorporating Mi'kmaq into the curriculum, while recognising the perspectives of all cultures as well as teaching sensitivity pertaining to student individuality.

Responsibilities:

- Work with assigned teachers/classrooms to provide a successful experience for all students.
- Supervise students and provide educational supports as directed.
- Assist with small groups of students as needed, ability to work with medium to high needs students as required.
- Act in a professional manner and develop a respectful support with staff and students.
- Complete required professional development requirements.
- Share knowledge about the student(s) under their care, with the teacher.
- Use only discipline approaches approved and recommended by the teacher and school.
- Education Assistants are obligated to be proactive in the classroom in support of student learning.
- Model appropriate problem solving and conflict resolution as well as demonstrate ethical behaviours
- Create and foster positive and productive relationships with students.
- Instructional time is not limited to but includes time in the classroom (indoor/outdoor/virtual) with the students, field trips and/or learning opportunities outside of the school building.
- Participate in student oriented extracurricular activities. These activities may include, but are not limited to, organizing school concerts, coaching sport teams, organizing and maintaining drama clubs, art clubs, etc.
- Other duties as requested by manager and/or supervisor.

Qualifications and Education:

- High School Diploma or equivalent.
- Specific training in Early Childhood Education (ECE), working with kids with Disabilities and/or experience within a Child Care setting considered an asset.
- Standard First Aid and CPR-C
- Physically able to manage dysregulated children who may be a flight risk and/or are unable to manage their physical responses.
- Ability to use and proficient with Email, Microsoft Office (Word, PowerPoint, Excel).
- Ability to communicate effectively orally and in writing.
- Knowledge of Indigenous and/or Mi'kmaw communities/organizations.
- Must have a valid driver's license & reliable vehicle with automobile insurance
- A Criminal Records Check and Vulnerable Sector Check is required. Having a criminal record is not a determinate factor.



Working Conditions:

- School environment working with individual or groups of children.
- Working in close contact with children with varying needs.

Please apply with a resume, cover letter and Criminal Records Check to:

Human Resource Manager

Email: employmentapplication@sipeknekatik.ca

Mail/drop off: 522 Church Street, Indian Brook, NS B0N 1W0

Deadline: June 3, 2021

We are an equal opportunity employer; however, qualified Indigenous applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. The Band will not assume any expenses related to any job-related application process, included but not limited to travel, relocation, and application development. Please note certain positions come with mandatory employee benefits.

Only those applicants who qualify for an interview will be contacted.