



Holden Rural
Academy

Holden Rural Academy

0.67 FTE Education Assistant

2023-24

POSTING EXTENDED

Holden Rural Academy is looking for a 0.67 FTE Education Assistant (20 hrs/week) to work with individual students or small groups of students to provide targeted or individualized support while under the direct supervision of a teacher or other professional staff.

This position may continue into the 2024-25 school year.

Duties and Responsibilities:

- Support students to be included in the classroom and school.
- Supervise and engage with students in a variety of settings and locations in the school and school community, eg., classrooms, hallways, school yard, pool, ice rinks etc..
- Apply predetermined strategies, such as the behaviour support plan, crisis management plan, or other documents related to the student's support to address behaviour issues.
- Reinforce and praise appropriate behaviours.
- Help students with lessons and assignments, conduct oral tests or act as a scribe for students as directed by the teacher.
- Help students with physical and personal care needs.
- Help with school-wide special events and activities.
- Other duties as assigned by the teacher or principal.

Professional Responsibilities:

- Participate in consultative team meetings as required.
- Work collaboratively with the teacher in supporting students, and communicate daily progress to the teacher who reports to the parents.
- Work collaboratively with other professionals who support student programming (e.g., psychologist, SLP, etc.).
- Attend professional learning as it relates to your role, and as is required by Administration.

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Closing Date: Preference given to Applications received **by noon May 9th, 2024** .
(Position remains open until enough suitable candidates are found).

Applications: Interested candidates please submit:

- Cover letter
- Resume highlighting skills, attributes and experience
- Two supervisory references

Submit applications via email to: Brent Anderson, Principal, b.anderson@holdenra.ca