

Educational Assistant

Employment Opportunities for Educational Assistants (CUPE 3260) Casuals/Permanent and Relief Contracts with PSB

What does an EA do?

An Educational Assistant works under the supervision of a teacher with students who have a variety of special educational needs including behavior. A willingness to work collaboratively with a support team consisting of parents and professionals is a necessary component of this position.

These positions work with students September to June and provide you with the following:

Flexibility: With 56 schools across Grades K-12 and several alternative settings, the employment opportunities are endless. Work as often (or a little) as you like; you determine your availability.

"I loved it! The flexibility is very important to me. I like being able to go to different schools and work with different children with various needs. It keeps things interesting!"- EA sub, 2020-21

Free professional development: Obtain invaluable skills through our newly developed and flexible online *EA Professional Development Sequence*, which includes evidence-based modules on child development and exceptionalities, medical concerns, responding to students and understanding behaviour.

Experience: Gain new and vast real-life work experience that is relevant to many fields, including education. Make valuable contacts, establish professional relationships, and gain potential references. Build and strengthen your resume.

Earnings: Attractive, competitive pay rates and excellent benefit plans. Consistent work opportunities with built-in flexibility enables you to complement existing employment earnings or work solely in this field.

Enjoyment: Helping others is the greatest benefit of all. Providing support to those who need it most is incredibly important and fulfilling!

What Educational Requirements do I require?

- Successful completion of Human Services Program or recognized Equivalent

What other skills and training would I require?

- Training and experience of ABA (Applied Behaviour Analysis)/IBI (Intensive Behaviour Intervention);
- Training and experience with Autism Spectrum Disorder;
- Demonstrated ability to do lifts and transfers;
- Demonstrated ability to work collaboratively;
- Demonstrated ability to track and use data;
- Demonstrated physical ability to implement strategies;
- Experience collecting data and implementing behaviour plans;
- Physical ability and willingness to work with physically aggressive students;
- Current Standard First Aid & CPR;
- Good previous work and attendance record;
- Current NVCI training is required;
- Applicant must have on file or submit a current Criminal Record/Vulnerable Sector Check and have no past or present criminal record which would be detrimental in working in an environment with children, youth, and other adults.

Don't have these qualifications yet?

You may be considered for casual work and the PSB will support you with career planning and flexible work and learning options while you obtain the required qualifications.

Please forward your resume and cover letter to the Diversity and Inclusion Consultant, Thilak Tennekone or contact him via telephone (902) 368-4383 or email: ttennekone@gov.pe.ca to discuss further or for assistance in applying for this position.

Public Schools Branch

Equal Opportunity Employer

An **Educational Assistant** works under the supervision of a teacher with students who have a variety of special educational needs including behavior. A willingness to work collaboratively with a support team consisting of parents and professionals is a necessary component of this position.

Duties and responsibilities may include:

- Personal Care Support including feeding, dressing, toileting and daily hygiene;
- Assist teachers in implementing IEP/TAP/BSP (Individualized Education Plan, Transition Action Plan/Behaviour Support Plan) strategies/objectives;
- Demonstrate strategies that will assist students in achieving growth;
- Follow teacher's verbal/written plans;
- Assist teachers in preparing materials;
- Other duties as requested.

Qualifications must include:

- Successful completion of Human Services Program at Holland College or recognized Equivalent
- Verification of Qualification as a Regular Authorized Educational Assistant; (www.princeedwardisland.ca/en!service/apply-regular-educational-assistant-authorization)
- Training and experience of ABA (Applied Behaviour Analysis)/IBI (Intensive Behaviour Intervention);
- Training and experience with Autism Spectrum Disorder;
- Demonstrated ability to do lifts and transfers;
- Demonstrated ability to work collaboratively;
- Demonstrated ability to track and use data;
- Demonstrated physical ability to implement strategies
- Experience collecting data and implementing behaviour plans;
- Physical ability and willingness to work with physically aggressive students;
- Current Standard First Aid & CPR;
- Good previous work and attendance record;
- Current NVC training is preferred;
- Applicant must have on file or submit a current Criminal Record/Vulnerable Sector Check and have no past or present criminal record which would be detrimental in working in an environment with children, youth, and other adults.

Please forward your resume and cover letter to the Diversity and Inclusion Consultant, Thilak Tennekone or contact him via telephone (902) 368-4383 or email: ttennekone@gov.pe.ca to discuss further or for assistance in applying for this position.

PUBLIC SCHOOLS BRANCH

Equal Opportunity Employer

A **Youth Service Worker** is required to work under the supervision of the School Administrator or designate, in conjunction with the School-Based Student Services Team. The Youth Service Worker assists in implementing specific educational, behaviour management, social and life skills programs for students and he/she must be prepared to respond appropriately to physically and verbally aggressive students. The Youth Service Worker may also be required to work with students outside the classroom as well as liaising with parents and other community and government agencies.

Duties and responsibilities will include:

- implementing specific educational, behaviour management, social and life skills programs in accordance with plans established by the supervising teacher(s);
- dealing with students that have intellectual disabilities, that regularly exhibit episodes of severe and chronic physical aggression and who may be of adult size and stature;
- preparing reports and maintaining records as required in order to provide the teacher(s) feedback on pupil progress;
- assisting the teacher(s) in supporting students through one to one or group sessions for the purpose of problem solving and decision making;
- providing crisis intervention for students in extreme difficulty;
- providing community outreach services to students with absenteeism problems;
- liaising with families through home visits, phone calls and meetings;
- assisting the teacher(s) in establishing and maintaining contact with outside agencies;
- assisting teacher(s) with transitioning of students back into the regular classroom setting;
- observing and documenting behaviour;
- participating in case meetings and IEP planning as required;
- assisting in the delivery of special programs which might include anger management, substance abuse, bully prevention and parent education;
- assisting in student programming and material creation under the direction of the classroom teacher;
- assisting in toileting and hygiene routines;
- completing time out procedures and proper documentation and data collection around those procedures;
- working in an environment in which there may always be an imminent danger of physical aggression;
- participation and attendance as required at after-school team meetings
- willingness to work flexible hours;
- willingness to transport students as required;
- other related duties as required by the School Administrator(s) and/or teacher(s).

Minimum Qualifications/Selection Criteria

Applicants must have:

- Proof of completion of a Youth Service Worker Program from Holland College or a similar program from another recognized post-secondary institution;
- Experience working with intermediate/high aged students;
- Experience in a structured program working directly with individuals with Autism Spectrum Disorder;
- Current training and ability to apply NVCI;
- Current training and ability to apply Behaviour modification techniques in a variety of settings;
- Experience collecting, documenting and tracking behavioral data;
- Experience collaborating planning and implementing behavior plans;
- Current certification in CPR and First Aid;
- Demonstrated ability to assist other groups/agencies in providing life skills programming which might include anger management and parent education;
- Demonstrated ability to communicate effectively with other groups which might include school staffs, staff of government and community agencies and parents;
- Demonstrated ability to work independently outside the school setting;
- Demonstrated ability to work productively as part of a team;
- Excellent communication and interpersonal skills especially in situations of conflict;
- Good previous work and attendance record;
- Completion of additional training on structured work systems, visual schedules and other evidence-based practices for working with students with Autism Spectrum Disorder would be an asset;

- Applicants must provide a current Driver's Abstract, have a valid driver's license, own or have access to use a car and liability insurance coverage to transport students if necessary.

Please forward your resume and cover letter to the Diversity and Inclusion Consultant, Thilak Tennekone or contact him via telephone (902) 368-4383 or email: ttennekone@gov.pe.ca to discuss further or for assistance in applying for this position.