



## BLACK GOLD SCHOOL DIVISION

*Black Gold School Division is dedicated to promoting diversity, equity, and inclusion in the workplace. BGSD celebrates and welcomes the diversity of all employees, stakeholders, and external personnel.*

### Education Assistant ~ Full-time Substitute Position

1.0 FTE – 30 hours per week

#### École Secondaire Beaumont Composite High School – Beaumont, AB

##### Duties:

- Provide academic, emotional and social support to students with complex behavioral needs, one-on-one, in group settings and in the inclusive classroom, under the direction of the classroom teacher
- Work as a member of the learning support team with teachers, consultants, education assistants, and counselors to provide appropriate support, intervention, and programming under the supervision of the learning support teacher and school administration
- Assist with the implementation of behaviour plans and ISP strategies and keep appropriate records regarding academic and behavioural issues
- Other duties as assigned by the school administration

##### Qualifications:

- Education Assistant training and/or diploma/certificate is an asset
  - Ability to be flexible and adapt to changing demands
  - Initiative and ability to create effective and dynamic social relationships with students are required
  - Effective use of written and verbal communication skills in interacting with students, parents and other team members
  - Ability to work independently and cooperatively with classroom teachers, caregivers, and school administration, under the supervision of a school administrator
  - Experience and/or willingness to work with assistive technology
  - Training and experience in working with academically, behaviorally and emotionally challenged students is an asset
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- Position commences: January 30, 2025
  - Hours of work: Monday to Friday (to be determined)
  - Salary and benefits according to current C.U.P.E. Collective Agreement
  - As a condition of employment, new employees are required to provide a current Vulnerable Sector Check and Intervention Record Check at their own expense (prior to starting employment)

**Deadline for applications: January 28, 2025 at 12:00 p.m.**

**Please include a cover letter, resume, and a list of two referees in one PDF document.**

Competition #24/25-191

Please e-mail the package, quoting the competition number, to the attention of:

Sean Flanagan, Principal

École Secondaire Beaumont Composite High School

[esbchs@blackgold.ca](mailto:esbchs@blackgold.ca)

Thank you for showing an interest in this position. Only those selected for an interview will be contacted. Resumes of individuals not granted an interview will not be kept on file and will be disposed of appropriately.