

April 17, 2019



## *Huron-Superior Catholic District School Board*

### **EMPLOYMENT OPPORTUNITY - EA 2019-35**

Applications are invited for the following bargaining unit position.

**CLASSIFICATION:** TEMPORARY SPECIAL EDUCATION ASSISTANT  
**LOCATION:** St. Basil Elementary School, Sault Ste. Marie, ON  
**EFFECTIVE DATE:** Immediately **END DATE (Anticipated):** June 28, 2019  
**HOURS OF WORK:** 6 hrs/day

**DUTIES:**

The Educational Assistant is assigned to the school and reports to the school principal. The Special Education Assistant will be responsible for performing the following duties:

- provide the necessary assistance to students with special needs, including behaviours;
- required to provide support to students within a classroom;
- may be required to provide support to students outdoors (yard);
- assist the classroom teacher in the preparation of materials required for daily programming;
- assist the classroom teacher in the supervision of pupils;
- assist in the maintenance of the safety of the pupils;
- required to perform lifting and/or toileting, diapering and restraint;
- the Special Education Assistant may be assigned any other duties within the job description.

**QUALIFICATIONS:**

- ability to work and relate effectively with children;
- capable of performing lifting and restraining;
- possess the skills and ability to perform the above duties.

**SALARY:** Current hourly rate is \$23.90 per hour plus vacation pay.

Please submit your letter of interest, indicating the job code above, by 4:00 p.m., April 25, 2019 to:

Human Resources Department  
Huron-Superior Catholic District School Board  
90 Ontario Avenue, Sault Ste. Marie, ON P6B 6G7

Fax: (705) 945-5503

[job.applications@hscdsb.on.ca](mailto:job.applications@hscdsb.on.ca)

***Selection will be based on employee's performance, skills & ability to perform the work as per Article 16.01(b).***

In accordance with Section 29(2) of the Municipal Freedom of Information and Protection of Privacy Act, personal information is being collected for the purpose of selecting successful applicants for the above-noted position.

In compliance with the Ontarians with Disabilities Act and the Ontario Human Rights Code, the Huron-Superior Catholic District School Board is committed to providing accommodations to persons with disabilities. The Board will take into account the person's ability to access information and will provide the information contained in Board-produced public documents in a format that meets those needs as agreed upon with the person. Please contact the Human Resources Department at 705-945-5610 prior to the posting closing date so that appropriate arrangement can be made.

Rose Burton Spohn, Director

Lindsay Liske, Chairperson

[www.hscdsb.on.ca](http://www.hscdsb.on.ca)