

Medicine Hat Catholic Board of Education

"Showing the Face of Christ to All"



Competition #317 Part-time Learning Assistant (0.86 FTE) Mother Teresa School 30 hours per week (Monday-Friday; 6 hours per day)

Start Date: January 6, 2020

End Date: June 26, 2020

Closing Date: December 20, 2019 @ 12:00 noon

Medicine Hat Catholic Board of Education is a publicly funded, vibrant part of the public education system in Alberta serving 2600 students in 9 schools with 350 employees. We are dedicated to providing the highest quality Catholic education in faith based classrooms in partnership with *Family, Church and Community*.

Mother Teresa School has a student population of approximately 280 students
(Grade K – Grade 6, including ELP – Early Learning Program)

Primary Duties will include but are not limited to:

- Assist students with social/emotional regulation
- Fostering peer relationship building
- Reinforce learning strategies and skills taught in the classroom
- Support students in developing social skills
- Work collaboratively to support students with behavior support plans
- Demonstrate empathy, flexibility and model social skill development
- Reinforce skills taught in the classroom.

Qualifications and Skills:

- Child and Youth Care Diploma, Education Assistant Certificate or an ideal combination of education and experience
- Must have good organizational skills and be capable of working in a multi-task, team-oriented environment
- Excellent interpersonal skills with an ability to communicate with school staff, students, and parents
- A current Criminal Records Check and Alberta Child Services Record Intervention Check will be required
- Solid working knowledge of Microsoft Office applications would be an asset
- Preference will be given to candidates who have training or courses in supporting students who experience social/emotional and/or regulatory difficulties (ie. SIVA/CPI, Child/Youth Care Counsellor, Mental Health & Regulation Courses, etc.)

As part of a commitment to Catholic education for the students of the Medicine Hat Catholic Board of Education, and as a condition of employment, an individual taking employment within the District, will undertake to follow, both in and out of your employment with the District, a lifestyle and deportment in harmony with Catholic Church practices and beliefs which include, among other things, living in harmony with the principles of the Gospel and teachings of the Catholic Church.

For more information, please contact: Mr. Hugh Lehr, Associate Superintendent Learning Services at (403) 502-8361.

Please indicate interest by forwarding a current resume, cover letter including competition # and application form to:

Human Resources
Medicine Hat Catholic Board of Education
1251 - 1st Avenue SW, Medicine Hat, Alberta T1A 8B4
E-mail: resumes@mhcbe.ab.ca

Support Staff Applicant: A Support Staff Application form must accompany your resume and cover letter and can be found online under Human Resources/How to Apply at www.mhcbe.ab.ca or can be picked up at the board office.

**We thank all those that apply. Only those selected for an interview will be contacted.
Great Schools – Fantastic Staff – Exceptional Programming**