

# Medicine Hat Catholic Board of Education

“Showing the Face of Christ to All”



## Competition #308

### Learning Assistants - Substitute (All Schools)

**Closing Date:** Once suitable candidates are found

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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*.

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**Primary Duties will include but are not limited to:**

- Assist students with social/emotional regulation.
- Fostering peer relationships and support communication and language development.
- Reinforce learning strategies and skills taught in the classroom
- Fostering active involvement in the classroom and school activities.
- 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.

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**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 - 1<sup>st</sup> Avenue SW, Medicine Hat, Alberta T1A 8B4  
E-mail: [resumes@mhcbce.ab.ca](mailto:resumes@mhcbce.ab.ca)

**Support Staff Applicant:** Forms can be picked up at the board office or found online under Human Resources at [www.mhcbce.ab.ca](http://www.mhcbce.ab.ca)

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