

Medicine Hat Catholic Board of Education



Competition #383

Learning Assistant (School Based) - St. Patrick's Elementary School

(0.43 FTE, 9am to noon/15 hours per week)

Start Date: March 24, 2021 End Date: June 25, 2021

Closing date for applications: Friday March 19, 2021 @ Noon

Located in Southeastern Alberta Medicine Hat Catholic Board of Education is a publicly funded, vibrant part of the public education system in Alberta serving 2500 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*.

St. Patrick's Elementary School has a student population of approximately 375 students
(Grades K – Grade 5, including ELP – Early Learning Program)

Primary Duties will include but are not limited to:

- Individual and group support for grade 1 and 2 students (literacy and numeracy)
- Playground supervision
- Supporting students with learning needs
- Fostering peer relationship building
- Reinforce learning strategies and skills taught in the classroom
- Respond to the individual needs of students
- Work collaboratively to support students with emotional regulation
- Demonstrate empathy, flexibility and model social skill development
- Support a proactive, safe learning environment

Qualifications and Skills:

- 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 Intervention Record Check will be required
- Solid working knowledge of PowerSchool, Google and Microsoft Suite

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 Division, will undertake to follow, both in and out of your employment with the Division, 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.

Reply with Cover Letter, Resume, and a Support Staff Application Form, along with current pastoral reference (if available). Please reference the Competition # on the cover letter. Application forms can be downloaded from the website: www.mhcbe.ab.ca under the Human Resources / How to Apply section, or picked up at the Catholic Education Centre. A Criminal Records Check and Alberta Child Services Intervention Record Check will be required upon commencement of employment.

Medicine Hat Catholic Board of Education actively recruit individuals who are motivated and able to demonstrate through their own faith journey; a commitment to nurturing faith in our schools.

For more information, please contact Mr. Dwayne Unreiner, Principal at (403) 527-1177.

Please email or hand deliver application packages to Human Resources
Medicine Hat Catholic Board of Education
1251 – 1st Avenue SW, Medicine Hat, Alberta T1A 8B4
E-mail: resumes@mhcbe.ab.ca, Fax: (403) 529-0917

Great Schools – Fantastic Staff – Exceptional Student Programming

We thank all those that apply. Only those selected for an interview will be contacted.