

Posting Date: August 15, 2022



Island Catholic Schools
Invites applications for:

One (1) Educational Assistant for
St. Andrew's Regional High School in Victoria
6.5 hours per day, Mon – Fri
Start date: September 6, 2022

Preference will be given to candidates with the following qualifications:

- Identification with and participation in the life of a Catholic parish
- Commitment to Catholic Education
- Certified Educational Assistant (CEA) certificate or equivalent (i.e. Human Resource Worker, Teacher)
- Applied Behaviour Analysis (ABA) training an asset
- Autism training and/or experience an asset
- Experience with challenging behaviours an asset
- Basic First Aid and CPR Certificate (an asset)
- Successful EA experience
- Physical ability for an active job
- Ability to work well with children, colleagues and administration
- Ability to assist in providing a safe and positive environment for students in the classroom
- Ability to use discretion when dealing with confidential matters
- Excellent communication and interpersonal skills

Please provide:

- Cover letter and resume
- Support Staff Application Form
- Photocopy of Education Assistant certificate and/or transcripts
- Recent evaluation report from recent employer
- Photocopy of marriage certificate (if applicable)
- If Catholic, please submit Pastor Reference Form and photocopy of Baptismal Certificate

Support Staff Application Form and Pastor Reference Form available on website:
<http://cisdv.bc.ca/employment-opportunities.php>

Only short listed applicants will be contacted.

Applications should be forwarded to:

Island Catholic Schools Office
Attention: Mrs. Beverly Pulyk, Co-superintendent
#1-4044 Nelthorpe Street, Victoria, BC V8X 2A1
schools@cisdv.bc.ca

Application deadline: Until positions are filled.