

Posting Date: July 5, 2022 (Updated September 23, 2022)



**Island Catholic Schools**  
Invites applications for:

**One (1) Educational Assistant for Indigenous Students at  
St. Andrew's Regional High School in Victoria  
6.5 hours per day, Mon – Fri  
Start date: As soon as possible**

***We acknowledge that St. Andrew's Regional High School is on the ancestral territory of the WSÁNEĆ and Lekwungen peoples and we benefit from local knowledge keepers and thriving Indigenous communities***

**Educational Assistant Requirements:**

- Certified Educational Assistant (CEA) certificate or equivalent (i.e. Human Resource Worker, Teacher), or Grade 12 graduation with one year of post-secondary training in special education, First Nations or Indigenous studies, or other related experience
- 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
- Physical ability for an active job
- Excellent communication and interpersonal skills
- Identification with and participation in the life of a Catholic parish; Commitment to Catholic Education

**Preference will be given to candidates with:**

- Indigenous ancestry
- Knowledge of Indigenous Education, culture, heritage, customs, and values
- Demonstrated knowledge of and experience in working with Indigenous youth, parents/guardians, and the Indigenous community
- Basic First Aid and CPR Certificate
- Applied Behaviour Analysis (ABA) training
- Autism training and/or experience
- Experience supporting youth with challenging behaviours

**Please provide:**

- Cover letter and resume
- Support Staff Application Form (see below for weblink)
- Supporting documents (confirmation of Grade 12 completion, relevant post-secondary, certificates, diplomas and/or transcripts)
- Recent evaluation report from recent employer and/or references
- If Catholic, please submit Pastor Reference Form and photocopy of Baptismal Certificate

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

*All applications are welcome; however, we can reply only to those selected for an interview.*

Applications should be forwarded to:

Island Catholic Schools Office

Attention: Mrs. Beverly Pulyk and Mr. Joseph Colistro, Co-Superintendents

#1-4044 Nelthorpe Street, Victoria, BC V8X 2A1

[schools@cisdv.bc.ca](mailto:schools@cisdv.bc.ca)

Application deadline: Until positions are filled.