

Posting Date: January 7, 2026



Island Catholic Schools
Invites applications for:

Temporary Educational Assistant at
St. John Paul II School in Port Alberni
Monday to Friday – 6.5 hours per day
Start date: February 2 to June 30, 2026
Salary: \$27.84 - \$30.39 per hour

Preference will be given to candidates with the following qualifications:

- 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:

<https://cisdv.bc.ca/employment-opportunities/>

Only short-listed applicants will be contacted.

For further information, contact:

Mrs. Rachelle Warman, Principal, St. John Paul II School

Email: rwarman@cisdv.bc.ca Phone: 250-723-0637

Applications should be forwarded to:

Island Catholic Schools Office

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

Email: schools@cisdv.bc.ca

Application deadline: Until position is filled.