



# Natoaganeg (Eel Ground) First Nation

47 Church Road, Eel Ground, NB, E1V4E6

## EMPLOYMENT OPPORTUNITY:

### Education Assistant

Natoaganeg First Nation (Eel Ground) First Nation is committed to providing their children with a healthy and inclusive learning environment where all students can achieve their academic potential. *To assist us in meeting these objectives we are recruiting for the following position:*

Position	<b>Education Assistant</b> <b>Note:</b> This posting is created to fill 1 term position as well as to collect a pool of successful candidates for potential replacement or temporary positions if needed during the 2018-19 school year.
Department	Education
Salary	Based on qualifications and experience in accordance with current salary scales of Eel Ground First Nation
Work location	Multiple locations
Duration of Employment	School Year 2018-2019
Starting Date	August 2018, specific date to be determined
Deadline For Application	4:00pm, Thursday, August 16, 2018

The supporting role of the Educational Assistant is a critical component to the successful inclusion of our First Nation students with exceptionalities attending school. They are invaluable members of the Educational Support Team for students with special academic, physical and /or behavioral needs.

**TYPICAL DUTIES:** The educational assistant tends to the physical, academic, behavioral and emotional needs of exceptional student(s). Typical duties include, but are not limited to:

- Providing individual supervision, guidance and support to assigned student(s) throughout the school day
- Supervising student(s) in classrooms, libraries, shops, and any other learning environment
- Assisting teacher(s) with the preparation of teaching aids and the assembly of materials as directed by the teacher
- Tutoring students
- Maintaining records
- Supporting activities/ functions designed to fulfill the instructional, social and/or behavioral goals and objectives as planned by the teacher
- Assisting students with transportation to and from school and moving around within the school
- Accompany student on field trips and other school events/activities
- Providing parents/guardians with feedback relative to students' progress and keeping them informed of concerns, successes and or events
- Duties may also include assistance with feeding, hygiene, clothing and toileting and care of catheterized students
- Other related duties as required

**QUALIFICATIONS:**

- A good understanding of Mi'kmaq culture, values, traditions and socioeconomic conditions as well as a demonstrated passion and commitment to enhancing the lives of children
- Graduation from high school with relevant post-secondary training in exceptionalities
- Demonstrated experience and success providing support to students with special needs
- Ability to relate to, communicate with, capture the interest, trust and respect of individuals with exceptionalities
- Good oral and written communication skills
- The ability to effectively control and deal with difficult people and or stressful situations
- Good human relations and interpersonal skills
- Effective record keeping and reporting
- Well versed in Exceptionality developmental practices
- Demonstrated ability to work autonomously
- Strong critical thinking, independent judgment and problem solving skills
- The ability to build effective relationships with teachers, peers as well as parents and guardians

**REQUIREMENTS:**

- Submission of a Criminal Record Check that meets all requirements of working with the vulnerable sector
- Certified in infant/child and adult CPR and First Aid
- Immunization

**SEND RÉSUMÉ TO: [nmacdonald@nb.aibn.com](mailto:nmacdonald@nb.aibn.com)**  
**Clearly indicate "Education Assistant 2018-08" in the subject line**

*Only those candidates under consideration will be contacted. We thank all those who apply.*