

High School Educational Assistant (EAOCs)



Who We Are

Vancouver Christian School is a large, diverse K-12 school located in East Vancouver, British Columbia. A vibrant and close-knit community of 900 students, VCS is a proud leader in Christian education celebrating over 70 years of history in the region. From the early days of our Christian Reformed roots to the building of a new, modern campus in the heart of Vancouver, VCS is dedicated to preparing students for a life of transformation and service through excellent, Christ-centred education.

Join our EAOC team

VCS is accepting applications for **Educational Assistants on-calls working with high school students**. The Educational Assistant is supervised by the Educational Support Services Coordinator and works with teachers to support student learning.

As a High School Educational Assistant, your key responsibilities include:

- Supporting students with note taking, executive functioning or other aids to ensure student success
- Implementing individual educational programs
- Providing support to teachers and school as needed
- Evaluating and maintain records of student progress
- Discussing with team members any changes which may be made to a student's individual program
- Participating in the community and life of the school

Salary: \$160 per day (\$26.67 per hour)

Requirements

- Be an advocate for students and their needs
- Maintain confidentiality
- Communicate professionally and appropriately with coordinators, teachers, students and parents
- Work with teachers to facilitate the participation of all students with learning differences in classroom activities
- Collaborate with teachers, counsellors, ESS team members and other support personnel to serve the needs of the students
- Provide support to the student individually or in small groups in the classroom and/or outside the classroom in the least intrusive environment for students and peers
- Encourage and support the student in responsible ways so that the student's emotional, intellectual and social development will be enhanced
- Participate in school-based team meetings
- Assist in adapting situations, environment, materials, and activities so that the student can be successful
- Implement the planned strategies and activities for the student in the classroom
- Assist in developing and implementing a behaviour support plan, when necessary

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- Consult with classroom teachers and/or ESS Coordinator to receive feedback and suggestions
- Keep anecdotal records, work samples etc. to document student progress and history
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Ideal Qualifications

- EA Certification OR a Completion of a recognized Post-Secondary Special Education Assistant program, or a Degree/Diploma in a related field, and/or extensive experience in an equivalent field
- Excellent communication skills in English
- Completion of a recognized program in special needs assistance
- Completion of a certificate/diploma whose primary focus is on empirically supported approaches to supporting children with ASD or an equivalent certification
- One thousand (1,000) hours home team/Applied Behaviour Analysis (ABA) training and work experience documented by a Professional Consultant

Application

To express your interest in joining our team please provide us with the following documents:

- Cover letter
- Resume
- Statement of faith
- Academic transcripts

Please email your application package to employment@vancs.org with "HS Educational Assistant (On-Call)" in the subject line.

While we appreciate your interest in Vancouver Christian School, only short-listed candidates will be contacted.