



*Bella Bella Community School Society*

2020

## **Educational Assistant Positions**

Overview of EA Position

Bella Bella Community School is looking to hire motivated individuals for Educational Assistants and one-to-one positions in the high school and elementary, for immediate start.

### **Roles and Responsibilities:**

- Assist students with learning activities
- Assist teachers
- Attend regularly scheduled staff meetings
- Support literacy and numeracy
- Participate in Professional Development as provided by the Board and Professional Development Committee in school and out of town
- Provide one on one and small group student support
- Provide supervision according to schedule and in classrooms
- Attend regular meetings with supervising teacher for planning/feedback
- Other duties as assigned by the teacher/administration

### **Candidate Must:**

- Establish and maintain a respectful rapport with students, school staff and parents
- Follow Bella Bella Community School Governing Values, Code of Ethics and Policies
- Maintain confidentiality and professionalism as a BBCS employee
- **Have completed Grade 12**

### **Salary: Based on Experience and Qualifications**

### **To Apply:**

- Applications are available at the BBCS School Board Office
- Drop completed applications off at the Board office or email to [ahall@bellabella.ca](mailto:ahall@bellabella.ca) or [hgeorge@bellabella.ca](mailto:hgeorge@bellabella.ca)
- Please provide 3 references with current phone numbers
- Must complete and pass a criminal record check through the local RCMP detachment

Short-listed candidates will be contacted for an interview

Questions? Call Anita 250-957-2391 or Haydn 250-505-5714