



Educational Assistant

Department: Nipissing Secondary School
Posting Date: April 7, 2022
Location: Duchesnay, ON
Schedule: Standard Work Week
Job type: Permanent, Full-time
Vacancies: 2
Reports To: Nipissing Principal
Salary Range: \$18.00-\$23.00/hour

Application Deadlines:

Nipissing First Nation adheres to the following process for our recruitment practices.

Closing April 22, 2022 - 1st Round

- Opportunities are open to all registered Nipissing First Nation members. Please advise your status in your application
- If no suitable candidate is found, the process will proceed to Stage Two.

Closing May 6, 2022 - 2nd Round

- Opportunities are open to spouses of registered Nipissing First Nation members and registered members of other First Nations. Please advise your status in your application.
- If no suitable candidate is found, the process will proceed to Stage Three.

Closing May 20, 2022- 3rd Round

- Opportunities are open to all applicants (status and non-status).
- The posting will be open until filled.

The Educational Assistants are front-line providers of educational programming to students in Nipissing Secondary school. These employees will work with students under the guidance and direction of the classroom teacher, the Special Education teacher, the Student Success teacher, and the school Principal.

What you'll do in the role

- Work with the Special Education Teacher and classroom teachers to support students who have IEP accommodations and modifications to support the understanding and completion of assignments
- Provide input and data for the development of Individual Educational Plan (IEP) and may attend IPRC meetings as part of the support team
- Work with the Mental Wellness Lead to support students' mental wellness accommodations and modifications in the classrooms
- Provide/deliver direct instruction to the student, provided that the teacher or the team have prepared lessons with objectives, teaching strategies and evaluation criteria
- Help to ensure a safe environment through supervision of students during arrivals, transitions, departures and in the classroom in the event of the teacher's brief unscheduled absence



Employment Opportunity

- Act as chaperone for both academic projects and extracurricular activities (the E.A. will not make decisions regarding students, nor will they contact parents/guardians regarding students' academic progress)
- Other duties as required.

Just a few reasons to join Nipissing First Nation

- Opportunity to work with a dynamic team with career growth across multiple departments
- Nipissing First Nation prides itself in providing its employees with job security, competitive wages and a safe working environment.
- On-the-job training to support your success in the role
- A defined contribution pension plan
- Comprehensive Health Plan including Medical, Vision, Life and Disability insurance
- Casual dress
- Better than average vacation and leave packages

What you bring to the table

- Must have a Developmental Service Worker Diploma **or** Education Assistant Certificate **or** equivalent education in a related field **or** equivalent work experience
- Must have the ability to support students academically at the secondary level in subjects such as English, Math, Science, and Geography
- Must be computer literate and be proficient with Google Drive, electronic mail, and be able to quickly learn and use other educational programs (ex. Powerschool, Google Apps for Education, other SIS etc.)
- Must have respect for Indigenous culture and willingness to learn Ojibwe

If you are excited by this opportunity and want to be a part of Nipissing First Nation, please apply online by emailing your cover letter and resume to resumes@nfn.ca no later than 4:30pm on the application deadline noted above.

Nipissing First Nation members are encouraged to apply to all rounds of employment postings. As per Section 24(1)(a) of the Ontario Human Rights Code, Nipissing First Nation gives preference to First Nation applicants for any employment opportunities.

Miigwech to all applicants for their interest; however only those selected for an interview will be contacted.