

Job Posting: Posting Detail

**Posting:** C2425/097      **Description:** Inclusion Support Worker  
**Start Date:** Oct 7, 2024      **End Date:**  
**Posting Date:** Aug 22, 2024      **Closing Date:** Sep 20, 2024 – 4:00pm

Location	Position	Assignment Type	Hours
Unassigned	Inclusion Support Worker	Temporary	up to 27.5

**Current Shift:** This is an ON-CALL position working on an as-needed basis with no guaranteed hours. Candidate should be available to work up to 27.5 hours per week, Monday to Friday, 10 months per year while regular classes are in session

**Pay Rate:** \$24.81

**MANDATORY PAID TRAINING** will be provided five (5) days per week, 5.5 hours per day, Monday to Friday, OCTOBER 7 through 11. This will be followed by a 5-day **MANDATORY PAID PRACTICUM** from Tuesday, October 15 through Monday, October 21, excluding October 19 & 20.

**Applicants must be available for all days of the training and practicum from 8:30am to 3:00pm.**

**JOB DESCRIPTION**

**CLASSIFICATION**

School Support Worker

**POSITION**

Inclusion Support Worker -  
 Inclusive Education

**SUMMARY**

Under the minimum supervision of a teacher or School Administrator, provides support to students with social, emotional, physical and academic needs provided the student(s) does not have significant complex needs, is not on a health care plan or risk reduction plan.

**DUTIES**

- Implements Individual Education Plans (IEPs) by assisting the team with planning, researching, adapting and collecting materials
- Provides direct educational classroom support to students in various classrooms
- Participates as a member of the School Based Team to plan for, implement and evaluate the social, emotional, physical and academic needs of students
- Monitor and supports students' behaviour during daily arrival, class changes, dismissal, in lunchroom and playground and on field trips and a variety of settings in the community
- Uses computers and specialized equipment to provide support and instruction
- Provides augmentative and alternative communication (AAC) to students using specialized equipment and resources (e.g. computers, F.M., switches, communication boards, basic sign language, oral interpretive skills); troubleshoots and programs such equipment
- Provides information to appropriate staff regarding student specific program needs (e.g. safety, health, academic, emotional and social needs)
- Acts as an advocate for student(s) and assists with communication
- Advises supervisor of any unusual student comments or behaviour patterns
- Supports students in the development of self-esteem, personal skills, hobbies and interests
- Provides life skills training (e.g. hygiene, cooking, shopping, banking, working)
- Acts as an observer when a high degree of personal care is being provided by a trained EA.

- Assists with the basic behavior support of students (e.g. clarify expected behaviour, support self-regulation, develop social skills)
- Monitors student work and assists students with work completion.
- Monitors class/students when teacher is out of the room for short periods of time
- Organizes and monitors the safe arrival, departure and emergency evacuation and care of students by maintaining site, road and traffic safety procedures
- Follows District Policy and Procedures related to privacy and confidentiality

*\* Performs other assigned duties that are within the area of knowledge and skills required by the job description.*

### **QUALIFICATIONS**

- Grade 12
- 6 months related experience in a supervised work environment working with children and youth
- Relevant skills (e.g. Headstart Responsible Adult 20 hour Online Course, POPARD Intro to ASD, Behaviour Support, Non-Violent Intervention, Basic Sign Language)
- One day Emergency First Aid and CPR C Certificate
- Working knowledge of computer software and hardware

*\* Or an equivalent combination of training and experience.*

### **DATE**

April 2023