

Job Posting: Posting Detail

Posting: C2526/085 **Description:** Inclusion Support Worker
Start Date: Oct 6, 2025 **End Date:**
Posting Date: Aug 21, 2025 **Closing Date:** Sep 17, 2025 – 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 6 through 10**. This will be followed by a 5-day **MANDATORY PAID PRACTICUM** from Tuesday, October 14 through Monday, October 20, excluding October 18 & 19.

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