

TITLE: Education Assistant - Behavioural
SECTION: As Appointed
REPORTS TO: Principal or Delegate

SUMMARY:

Under the general supervision of the Principal or Delegate, provides assistance in classrooms, resource rooms and to individual students defined by the Ministry of Education as having a behaviour disability.

DUTIES:

1. Assists the teacher with the supervision of students and in the delivery of special programs to designated students and classes as outlined by the Individual Education Programs.
2. Monitors student behaviour and may be required to respond to students to avoid potential disruptive outbreaks.
3. Provides individual assistance to students with behavioural difficulties and assists those students in establishing and meeting goals.
4. Confers with school-based team regarding Individual Education Programs.
5. Assists classroom teacher in the gathering of resource materials and organizing charts and displays.
6. Operates a personal computer for educational purposes.
7. Assists in providing personal care to designated students including dressing, undressing, toileting, cleaning, washing and lifting into and out of wheelchairs and buses.
8. Performs back-up duties to other Education Assistants within the school complex.
9. May, on occasion, be required to perform other job-related duties as assigned.

QUALIFICATIONS:

Education - the applicant must have completed:

- Grade 12
- Supplemented by successful completion of a college recognized program of studies (youth and youth behaviour focus) of greater than 1 academic year plus a practicum or work experience program related to youth behaviour.

Skills - the applicant must have:

- Basic computer skills
- Proficiency in written and spoken English consistent with assignment.

Experience - the applicant must have:

- As per practicum or work experience program.

Physically Fit - the applicant must be:

- Physically capable of performing the job duties.

Other - the applicant must:

- Be able to adapt established methods and procedures, but exercise independent judgment as required.
- Show tact and courtesy in dealing with people in the course of his/her duties.
- Acknowledge the need for confidentiality with regard to information seen and/or heard in the course of his/her duties.

JOB EVALUATION

COVERING

SCHOOL DISTRICT NO. 79 (COWICHAN VALLEY)
(EMPLOYER)

AND

CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 606

ADVICE OF RATING

EMPLOYEE NAME:	
JOB TITLE:	44 - Education Assistant – Behavioural
LOCATION:	Schools
EFFECTIVE DATE:	

This is to advise that the rating for the job to which you have been appointed is as follows:

JOB RATING

Factor	Edu	Exp	Jud	A/D	Phy	Dex	Acc	Saf	Sup	Con	W/C
Degree	4	3	3	3	3	1	2	2	2	2	3
Total Points	269										

RATING CLASSIFICATION: LEVEL	9
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