

# Elementary (K-7) Educational Assistants On-Calls (EAOCs)

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## ***Who We Are***

Vancouver Christian School is a large, diverse K-12 school located in East Vancouver, British Columbia. A vibrant and close-knit community of 900 students, VCS is a proud leader in Christian education celebrating over 70 years of history in the region. From the early days of our Christian Reformed roots to the building of a new, modern campus in the heart of Vancouver, VCS is dedicated to preparing students for a life of transformation and service through excellent, Christ-centred education.

## ***Join our EAOC Team***

VCS is accepting applications for Educational Assistant on-calls working with elementary students. The Educational Assistant on-call is supervised by the Educational Support Services Coordinator and works with teachers to support student learning.

Salary: \$160 per day (\$26.67 per hour)

## ***Requirements***

Typically, an Educational Assistant will:

- Be an advocate for students and their needs
- Maintain confidentiality
- Communicate professionally and appropriately with coordinators, teachers, students and parents
- Work with teachers to facilitate the participation of all students with learning differences in classroom activities
- Collaborate with teachers, counsellors, ESS team members and other support personnel to serve the needs of the students
- Provide support to the student individually or in small groups in the classroom and/or outside the classroom in the least intrusive environment for students and peers
- Encourage and support the student in responsible ways so that the student's emotional, intellectual and social development will be enhanced
- Participate in school-based team meetings
- Assist in adapting situations, environment, materials, and activities so that the student can be successful
- Implement the planned strategies to help students reach the goals as outlined on the student's IEP
- Assist in developing and implementing a behaviour support plan, when necessary
- Consult with classroom teachers and/or ESS Coordinator to receive feedback and suggestions
- Keep anecdotal records, work samples etc. to document student progress and history
- Provide support to teachers and school as needed
- Evaluate and maintain records of student progress

## ***Ideal Qualifications***

- EA Certification OR a Completion of a recognized Post-Secondary Special Education Assistant program, or a Degree/Diploma in a related field, and/or extensive experience in an equivalent field
- Completion of a certificate/diploma whose primary focus is on empirically supported approaches to supporting children with ASD or an equivalent certification
- One thousand (1,000) hours home team/Applied Behaviour Analysis (ABA) training and work experience documented by a Professional Consultant
- Experience working with students with special needs
- Excellent communication skills in English

## ***Application***

To express your interest in joining our Educational Assistant On-Call team, please provide us with the following documents:

- Cover letter and full resume
- Statement of faith
- Letters of reference (if desired)

Please email your application package to [employment@vancs.org](mailto:employment@vancs.org) with "Elementary (K-7) Educational Assistants (On-Call)" in the subject line. While we appreciate your interest in Vancouver Christian School, only short-listed candidates will be contacted.