



**NORTH EAST SCHOOL DIVISION**  
invites applications for the position of:

## ***Reynolds Central School***

### **PART-TIME TEMPORARY EDUCATIONAL ASSOCIATE Job #2019-20-113**

Applications are invited for a **part-time temporary** (3 hrs/day (mornings) 9 a.m. – 12 noon) Educational Associate at **Reynolds Central School** with duties to commence **as soon as can be mutually agreed upon and concluding June 28<sup>th</sup>, 2021.**

#### **Duties:**

The Educational Associate will be providing support services to students and teachers *in a Pre-Kindergarten environment* to meet curricular outcomes. This is a unique role in that it is part of a Ministry funded program that supports targeted at-risk three and 4 year olds in a highly structured setting.

- Facilitating children's development through play, exploration, inquiry and investigation
- Assisting the teacher with documentation of learning
- Developing positive relationships with families and caregivers through strength based conversations
- Assisting in planning, organizing and attending family events and activities
- Supporting community based programming and partnerships
- Participating in home visits with the teacher if required
- Assisting the teacher in implementing interventions and recommendations from other professionals such as Speech Language Pathologists, Occupational Therapists and Educational Psychologists
- Interacting with children during meaningful play to inspire and enhance learning opportunities
- Sharing observations of children's interests with the teacher to inspire invitations to learn
- Participating actively as a play partner to nurture positive relationships and build language skills
- Using conversation and interactions intentionally and purposefully to extend children's learning

#### **Qualifications:**

- Minimum Grade 12 diploma from a recognized educational institution or (GED) is required.
- Formal post-secondary training/experience as an educational associate or comparable work experience would be considered an asset, along with the ability to work as part of an instructional team.
- Possess a current and valid Driver's License.
- Ability to lift up to 60 pounds without a lift and up to 120 pounds with 2-man lift or with mechanical lift.
- Be willing to join the Local CUPE 4875 union.

**Pay Range:** \$17.86 – \$21.21/hour (depending on qualifications)

Additional details and job description may be obtained from **Yvonne Day, Principal** at Reynolds Central School (306) 752-2525 or by email at [day.yvonne@nesd.ca](mailto:day.yvonne@nesd.ca).

**Quote Job # 2019-20-113** when submitting applications, **include cover letter and resume which includes all relevant experience, names of your three most recent employers as references.** Applications will be accepted until **12:00 noon on September 22<sup>nd</sup>, 2020 to:**

**Employee Services**  
North East School Division  
E-mail: [careers@nesd.ca](mailto:careers@nesd.ca)

***The successful applicant will be required to produce a Criminal Records Check and Vulnerable Sector Check.***

We want to thank you in advance for your application.  
However, only those individuals short-listed will be contacted.