



PINE CREEK SCHOOL DIVISION

Employment Opportunity – Educational Assistant

Position:	Educational Assistant / Librarian Clerk - Term (permanent employees are welcome to apply with the understanding that they would return to their current position when the term ends)
School:	Gladstone Elementary School
Assignment:	5.5 hours per day
Start Date	Immediately
End Date:	June 29, 2023

Candidates will be selected for interviews based on the following:

- Training and/or Diploma in Early Childhood Education an asset
- Experience working in a school setting would be an asset
- Previous experience working in an environment with children with exceptional learning needs
- Experience working independently and as part of a team

Skills and Abilities:

- Ability to work with children individually and in small groups within or outside of the classroom setting.
- Work collaboratively and cooperatively with staff to support student programming
- Ability to communicate effectively with students and staff
- Demonstrated proficiency in the use of technology

First Aid, Child CPR and Non-Violent Crisis Intervention training are an asset.

Salary and benefits are as per local CUPE 3344 Collective Agreement.

Any questions should be directed to the Principal, Alan Warkentin 204-385-2613.

Interested candidates are to submit a cover letter and resume, along with three (3) references by email on or before **April 6, 2023** to:

Human Resources
Pine Creek School Division
Box 420 Gladstone, MB R0J 0T0
Email: hr@pcsdonline.ca

Note: We thank all applicants for their interest. However, only those selected for an interview will be contacted.

All persons hired by Pine Creek School Division are subject to the completion of satisfactory Child Abuse Registry and Criminal Records Checks conducted at the cost of the prospective employee.