Summary
St. Margaret's School is looking for an energetic, self-directed Teachers' Assistant to provide support to the Foundation Years teachers (JK-4). This person will work collaboratively with the classroom teachers and other staff in providing this support. Daily duties may be assigned as part of this role.

Responsibilities will include but are not limited to:
- Helping with the behaviour management of the students.
- Carrying out duties as requested by the teachers or FY principal.
- Supporting individual students and groups of students within the school environment.
- Attending meetings and school activities as required.
- Supervising outdoor breaks, lunchroom and after school care.
- Communicating and interacting with teachers and the Principal.
- Performing other duties as assigned.

Requirements and Qualifications include:
- Minimum two years of post-secondary training as an Early Childhood Educator or Teaching Assistant, Child and Youth Care or equivalent.
- Specific post-secondary courses in child or adolescent development, behaviour management or equivalent.
- Certificate in Early Childhood Education (ECE or ECE Assistant) as required by Island Health Child Care Licensing.
- 2-3 years proven experience and excellence in working in schools and/or with young students.
- Ability to deal with interpersonal conflicts between students and to support their social-emotional health and well-being.
- Superior communication and interpersonal skills in working with colleagues, students and parents.
- Proven ability to work collaboratively with others within the school context.
- Strong creative and organizational skills.
- Flexible to work in a busy and dynamic environment.
- Actively support the vision, mission and values of our School.

Interested candidates are invited to submit an application package, which includes a covering letter, curriculum vitae and professional references, quoting the Posting #2021010, by September 28th, 2020 to:

Human Resources
St. Margaret’s School
1080 Lucas Avenue
Victoria, BC V8X 3P7
Email: careers@stmarg.ca