

**Supply Educational Assistant**  
Temporary/Casual

Bloorview School Authority is an educational facility that provides innovative school programs to children and youth with special needs. School Authorities are created pursuant to Section 68 of the Education Act of Ontario, with all the duties, powers, and responsibilities of District School Boards, housed in Children's Treatment Centres and providing educational programs and services for children and young adults who have physical and/or communication disabilities and related developmental needs. Each year hundreds of children and young adults, ages 4-21 years old, benefit from Bloorview's individualized educational programs, which are set up in conjunction with ongoing therapeutic and medical care.

Bloorview is seeking Supply Educational Assistants to do occasional replacement assignments that will be available for a minimum of three (3) days a week. The successful candidate will be versatile, flexible, able to problem solve, able to work collaboratively with multidisciplinary teams and will have a strong commitment to professional learning.

**HOURS:** 8:30 am to 3:40 pm (AS NEEDED BASIS)  
**RATE OF PAY:** \$30.95 per hour

**SUMMARY OF DUTIES**

- Assist teachers in monitoring and supporting the high-risk health, personal care and safety needs of students with physical disabilities and/or developmental disabilities
- Meet student's personal care and health needs—needs may include lifting, movement, feeding, toileting, changing and approved administration of medication/medical procedures, with appropriate training provided
- Assist with delivery of direct instruction to students
- Assist teachers in the programming and instruction for special needs students, as well as with preparation of activities
- Supervise and assist students during transitions and non-academic instructional time (e.g. recess, lunch, bus loading/unloading)
- Assist with students on out-of-school activities (field trips, aquatic programs) within the instructional day
- Ensure students' therapeutic and personal care needs are met in a timely manner in accordance with their treatment plan.
- Assist students in following routines and acquiring appropriate social and personal management skills that foster independence
- Provide appropriate encouragement and positive reinforcement for students
- Develop positive and professional working relationships with teachers
- Perform duties in a professional and courteous manner
- Contribute knowledge, skills and observations for the classroom team
- Other related duties as assigned by the Director and/or Principal

**REQUIRED QUALIFICATIONS**

- Two year community college diploma in a related field (e.g. EA, ECE, DSW) or an equivalent combination of education and experience
- Strong verbal and written communication skills (should be able to adapt communication style to suit different audiences)
- Ability to communicate in a sensitive, courteous manner with students, parents, staff and the general public
- Ability to support students who have physical/mobility/behavioural/communication/health/personal care needs
- Ability to lift up to 25-27 kg on an occasional basis
- Proven ability to follow directions, policies and procedures in an appropriate and timely manner
- Understanding of and commitment to confidentiality
- Proven ability to work as part of a multi-disciplinary team

**DESIRED QUALIFICATIONS**

- Familiarity with assistive technology programs
- Experience working with non-verbal students with communication disorders
- Current First Aid and CPR certification
- CPI training/certification or equivalent

**Please submit your resume and the names of two (2) professional references (including a current supervisor) as a PDF document to:**

Human Resources  
Bloorview School Authority  
careers@bloorviewschool.ca  
Phone: (416) 422-7042