



Valhalla Community School

Northern Alberta's First Rural Leadership Charter School

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Valhalla Community School

Leading Into the Future

A Publicly Funded Charter School

Valhalla Centre AB

Valhalla Community School is a public-school serving grades Kindergarten through 9, offering an enhanced Alberta Program of Studies with an emphasis on Rural Leadership.

We are now accepting applications for a substitute Educational Assistant

Responsibilities

Working under the direction and supervision of the Principal and teacher the Substitute Educational Assistant will:

- Provide direct instruction of students under direct supervision of the teacher.
- Conduct instructional activities assigned by the teacher; work with individuals students or small groups for the purpose of practicing and/or reinforcing learning concepts and assisting students in reaching their academic goals.
- Work within established structures, including classroom management structures.
- Help supervise students throughout the school day, inside and outside the classroom. This includes lunchroom and playground duty.
- Function as an appropriate role model for children, providing proper examples, emotional support, and a friendly attitude and general guidance.
- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning the students academic success.

Qualifications and Abilities

- Be energetic, reliable, flexible and adaptable;
- Show excellent organizational, prioritizing and time management skills; and
- Establish a welcoming, caring, respectful and safe learning environment.
- Possession of an Early Childhood Certificate would be considered an asset.
- Enthusiastic , passionate about students and able to demonstrate a genuine care for the individual students

All staff must present a current RCMP Criminal Record Check and Child Welfare Check as a condition of employment.

Please mail or email resumes to:

Valhalla Community School
Box 143
Valhalla, AB
T0H 3M0

Email: hlee @valhallacommunityschool.ca

Applications will remain open until a suitable candidate has been found.

We thank all applicants, but only candidates selected for interviews will be contacted.

For more information please contact or visit our school in Valhalla Centre or visit our website.

Phone: 780-356-2370

