



Kenora Catholic District School Board

We are a Roman Catholic school system dedicated to excellence in education, the Christian formation of youth, and meaningful partnerships with family, community and the Church.

THE KENORA CATHOLIC DISTRICT SCHOOL BOARD

The Kenora Catholic District School Board (KCDSB) educates more than 1300 students from diverse cultures and backgrounds in 4 elementary schools and 1 secondary school located in beautiful Kenora and Red Lake, Ontario. At KCDSB we welcome students to experience a quality, inclusive and values-based education in a caring Catholic school community. Our mission goes beyond academics, the arts and athletics. Our goal is to provide excellence in Catholic education and grow graduates who become fully engaged citizens able to contribute to their families, communities and society.

Our staff is among our greatest resources. The people we hire have a direct impact on the success of our students. With approximately 180 academic and 80 permanent support staff, the KCDSB is one of the largest employers in the region.

KCDSB invites applications for the following positions at our Elementary and Secondary schools in the Kenora and Red Lake, ON region for the **2023-2024 school year**:

Casual Educational Assistants and Casual Early Childhood Educators

Educational Assistants (EA) provide support to students with a variety of special needs including physical, developmental and behavioural. Educational Assistants work with children with special needs in a classroom setting, either in an integrated mainstream classroom or in a designated Special Education classroom.

Early Childhood Educators (ECE) work in collaboration with the Kindergarten teacher to provide a high quality, play-based developmentally appropriate program that reflects the Early Years Learning Program. In addition, ECE's assist in supporting children with opportunities based on individual strengths and needs and support in providing a welcoming, safe, nurturing, inclusive, position and respectful environment that recognizes individual differences in children.

Casual EA's and ECE's both work on an "as needed" basis and accept positions using our automated call out system, Smartfind Express (SFE). As a casual Education Assistant or Early Childhood Educator, you will have the opportunity to apply for permanent and long-term occasional positions, as they become available throughout the school year.

EA's and ECE's work during the school year only. There will be school shut down periods in December (Christmas Break), March Break and during the summer months when EA's do not work are not paid.

The Board shall undertake to hire employees with appropriate post-secondary education, training and/or directly related experience. Suggested appropriate qualifications may include but are not limited to:

- Child and Youth Worker/Child and Youth Care
- Community and Justice
- Developmental Disabilities Worker
- Educational Assistant/Educational Support
- Early Childhood Education (with special needs experience)
- Bachelor of Arts- Child and Youth Care
- Bachelor of Arts- Psychology
- Registered Nurse

Candidates must also be able to perform the essential physical duties of the position to support our children with special needs, which may also include toileting, lifting, transferring and personal care.

In your application, please include a cover letter and resume outlining qualifications and your experience working with children, youth and/or adults who have a variety of special needs. Although not necessary, school-based experience is an asset. Please quote competition number **2023-100** while submitting your application to:

Email: hr@kcdsb.on.ca

Online : Apply to Education at : <http://kcdsb.simplification.com/>

We appreciate the interest of all applicants, however, KCDSB will only be contacting candidates whose skills, experience and qualifications best meet the requirements of the position.

Accommodations for persons with disabilities are available during the recruitment and selection process. Applicants need to make their required accommodations known in advance by contacting the Human Resources Department.

Successful candidates must provide a current satisfactory Vulnerable Sector Check (VSC) prior to commencing employment with KCDSB. Please review the requirements for the VSC at [Ontario Provincial Police - Police Record Checks \(opp.ca\)](http://ontario.ca/police-record-checks)

Discover more about KCDSB and why you should start your career with us today at [Home - Kenora Catholic District School Board \(kcdsb.on.ca\)](http://kcdsb.on.ca)!

N. Kurz
Director of Education

Mrs. T. Gallik
Chair

Dedicated to Excellence in Catholic Education