

Required Knowledge, Ability, Skills

- High school diploma or equivalent.
- One year's post secondary education related to behaviour management or equivalent.
- At least one year's experience working with special needs children.
- A valid B.C. Class 5 driver's licence.
- Basic knowledge of computer functions.
- A valid Safety Oriented First Aid Certificate.
- Ability to extend and model patience, care, tolerance and understanding.
- Ability to apply behaviour management strategies to a given situation.
- Ability to respond to violent behaviour.
- Ability to communicate effectively, both verbally and in writing.
- Ability to perform individually and as part of a team.
- Ability to use courtesy and tact when dealing with the public, parents, staff and students since contacts are a major element of the job requiring considerable communication and human relations skills for such purpose as influencing, persuading, motivating, or negotiating with others, and in dealing with highly sensitive issues.
- Ability to plan and schedule work and organize the workload effectively.

July 1, 1994

Teacher Assistant - CHANCE School

Revised: March 25, 2008

Education Assistant – CHANCE School

Revised: April 29, 2014

Education Assistant – Alternate Education