

Edmonton Catholic Schools is a large urban school division whose mission is to provide a Catholic education that inspires students to learn and that prepares them to live fully and to serve God in one another. The Division is comprised of over 44,000 students and 5,000 employees in 95 schools plus other sites.

Position:

New

Position Status:

Temporary

Hours Per Week:

31.5

No Months Per Year:

10

Rate of Pay:

\$35,352.00 - \$52,920.00

Empl Group:

Unifor

Edmonton Catholic Schools is accepting applications for Therapeutic Assistant- Speech Language position. This competition will be used to fill several vacancies.

The Therapeutic Assistant provides a range of educational support services, under the supervision of a Therapeutic Specialist (TS), to students in Pre- Kindergarten to Grade 12 within the environment of our Inclusive educational programs.

This job involves working within the classroom environment together with a classroom team consisting of a teacher, Therapeutic Specialist and may also include Educational Assistants, Early Childhood Educators, Learning Coaches, other Multi-disciplinary Team (MDT) members, administrators, parents and school staff.

Job Responsibilities:

- Plan and implement programs/strategies with specific student's and or groups of student's within the classroom environment as outlined by the specialist and classroom team;
- Plan and implement small and large group strategies/activities within the classroom environment that support the development skills of skills of identified students;
- Develop materials related to varied programs/strategies as determined by the Therapeutic Specialist;
- Provide support to families by assisting with home program preparation, modelling and monitoring;
- Monitor, record and provide feedback;
- Maintain appropriate records of planned programs and student attendance;

- Monitor effectiveness of programs/strategies designed to meet specific objectives;
- Develop and maintain specific notes for Therapeutic Specialist and classroom team regarding students' progress and response to current program/strategies;
- Share information with classroom teaching team regarding planned strategies/programs and communicate with Therapeutic Specialist to determine appropriate level for programming and additional follow up required;
- Model/discuss strategies and supports as appropriate with classroom team;
- Work collaboratively with multi-disciplinary team members to implement strategies;
- Attend multi-disciplinary team meetings;
- Participate in cohort preparation time and meetings;
- Assist in the delivery of workshops/seminars;
- Conduct screenings to facilitate interpretation of results;
- Assist in administering informal/formal screening tools to gather information;
- Record and maintain results for use by the Therapeutic Specialists;
- Assist with preparing of materials, scheduling activities, as directed by Therapeutic Specialist or Assistant Manager (e.g. summer treatment programming);
- Perform checks and maintenance of equipment and materials, including cleaning and organizing of materials room;
- Assist with Therapeutic Specialist operations such as scheduling, record keeping, safety/maintenance of equipment, monitoring inventory (e.g. screening and assessment protocols);
- Provide input into strategic planning;
- Provide cover off and assist team with peak workloads and projects;
- Maintain technical knowledge of credentials through a range of professional development activities.

Qualifications:

- Speech Language Assistant/Rehabilitation diploma from a recognized institution, plus three years directly related pediatric experience;
- Supportive Personnel Membership with the Canadian Association of Speech-Language Pathologists and Audiologists (CASLPA) and/or Therapist Assistant Association of Alberta (THAAA) is required;
- Early learning specialization (knowledge and courses related to child development, environments etc.);

- Knowledge of normal speech development, language and literacy principles; learning through play principles and communication disorders;
- General knowledge of inclusion principles and practices, and 21st Century educational skills;
- Knowledge of multi-media technology and equipment, Microsoft and Apple iPads;
- Knowledge of program planning and project management techniques;
- Knowledge of Microsoft programs including Office 365, Word, Outlook and Internet Explorer;
- Knowledge of Freedom of Information and Protection of Privacy (FOIP) Legislation specifically related to student records;
- Knowledge of Workplace Safety and Occupational Health and Safety regulations, with a focus on lifting, transferring and repositioning students;
- Advanced verbal and written skills- in English including digital literacies;
- Good communication, strong interpersonal skills, friendly/positive attitude are essential;
- Ability to work with a wide variety of clients and needs;
- Strong teamwork skills with the ability to work independently as well as collaborate with multi-disciplinary team;
- Flexible with the ability to work in a fast paced environment;
- Good self-reflection skills and ability to quickly adjust to feed back;
- Exceptional organizational skills and the ability to manage competing priorities and work within tight timelines;
- Strong problem solving skills and the ability to influence decisions;
- Ability to travel to various sites in the City of Edmonton;
- Ability to communicate with sensitivity, diplomacy and tact is essential;
- Ability to maintain a high degree of confidentiality.

These are temporary positions ending June 30th, 2021.

Closing Date - The posting will remain open until suitable candidates are found.

Please use this link below for apply the job directly in ECSD website:

[Click here to apply in ECSD website](#)

Edmonton Catholic Schools offers a comprehensive benefits program as part of its total compensation package, based on contract status.

Prior to employment, successful candidates will be required to submit Police Information Check and Intervention Record Check documents.

Candidates must be a Canadian Citizen or Permanent Resident.