

RED RIVER VALLEY SCHOOL DIVISION



Invited applications for the following position at
École St. Malo School

Bus Monitor

Approximately 3.75 Hours per day
(Approximately 6:50 – 8:40 a.m. and 3:40 – 5:30 pm)

Position Description:

The Education Assistant supports the work of the classroom teacher and/or school clinician; making a significant contribution to the work of the school and towards the education of all students.

Responsibilities include:

- Direct supervision and observation of specific students for any behavioral or safety concerns.
- Provide general supervision of students around the specific students with special needs to ensure their safety.
- Communicate positively and clearly with the bus driver should any situation arise.
- Be able to document incidents.
- Offer support to the bus driver in regards to behavior management of students.
- Write up behavior incident reports and submit to the bus driver.

Applicants must possess the following:

- Completion of Grade 12.
- Excellent organizational and communication skills.
- A basic understanding of student behaviour and the factors affecting it.
- Be **bilingual** Francais and English orally and written.

Applicants should have the ability to:

- Engage students in activities that promote learning.
- Establish positive and respectful relationships with students in an effective learning environment.
- Communicate effectively and respectfully with students, using language and tone appropriate to the student and situation.
- Interact with staff in a manner that contributes to positive relationships.
- Assist with supervision in school and community settings.

Please send your resume along with three (3) references to:

Principal, Julie Karatchuk
École St Malo School
Jkaratchuk@rrvsd.ca

Deadline for application: open until filled

We thank all for applying however only those selected for an interview will be contacted.
Continued employment is subject to the satisfactory results of a Criminal Records and Child Abuse Registry Check.