

SCHOOL DISTRICT No. 64 (Gulf Islands)
Job Description
Classroom Education Assistant, French Program

SUMMARY

Under direction provides instructional support in the French Immersion program.

DUTIES

Under direction:

- Supports student learning in a bilingual environment
- Assists students to develop second language literacy and positive lifelong learning pattern
- Assists the teacher in monitoring, evaluating and reporting student progress
- Researches, collects and inventories classroom materials and supplies
- Creates displays and instructional materials
- Performs other assigned comparable duties within the area of knowledge and skills required by the job description.

QUALIFICATIONS

- Grade 12
- Fluent in oral and written French and English
- Two years' experience working with middle years and secondary students in a school environment
- Ability to communicate information effectively
- Documented evidence of exemplary interpersonal skills and ability to work as a team member

Or an equivalent combination of training and experience.

RELATIONSHIPS

- Responsible to Principal, District French Program Coordinator

APPROVED

On behalf of:
School District No. 64 (Gulf Islands)

On behalf of:
CUPE Local 788

Original signed by:

Original signed by:

Rod Scotvold
Secretary Treasurer

Larry Melious
President

October 18, 2017

October 18, 2017

Classification: Paraprofessional III (Classroom)

JJEC approved date: October 12, 2017
JJEC Housekeeping: November 14, 2019