

Special Education Technician #9577

Place of work : St. Vincent School

From March 13, 2023 To June 23, 2023

Publication period	Contract type	Job Category	Hourly Salary
Feb 21, 2023 - Mar 1, 2023	Temporary	Support personnel	From \$24.78 To \$35.67

Job percentage: 80.9524%

APPLY

Immediate supervisor: School Principal

Schedule to discuss

Nature of work

The principal and customary work of an employee in this class of employment consists in working with a multidisciplinary team to apply special education techniques and methods in keeping with an individualized education plan intended for handicapped students or students with social maladjustments or learning difficulties or in keeping with a program designed for students requiring specific support.

Characteristics Functions

Under the responsibility of the school administration and in conjunction with the multidisciplinary team, he or she participates in developing and drawing up an individualized education plan; selects the measures designed to attain the objectives determined, develops his or her action plan and applies the measures; assesses whether the objectives were attained and participates in evaluating the plan.

He or she prepares, organizes and conducts educational or pedagogical support activities, cultural and recreational activities as well as sports activities designed to develop social, cognitive, psychomotor, communication or other skills; selects, prepares and, if necessary, ensures that the necessary material is adapted or constructed for these activities. He or she works with other staff to determine and carry out other educational activities such as the organization and supervision of practicums in the workplace.

He or she helps students with learning activities in class. Within his or her competence, the employee helps a student to read and write and provides him or her with needed explanations; helps him or her with lessons and homework.

He or she observes situations and works with students reacting to their environment; counsels them; applies, during fits, intervention techniques conducive to calm and order; coaches them in their behaviour modification process; provides support to the teacher so as to ensure an environment conducive to learning in the classroom.

He or she applies communication techniques adapted to student needs.

He or she informs students of the various disorders or dependencies and, if necessary, meets with them to provide them with advice, help or referrals to specialized resources.

He or she supervises students who, following a sanction, must receive instruction in another room; helps them with their schoolwork; determines with the students concerned and with the staff involved in intervention efforts the conditions for reintegrating the classroom.

He or she may be required to accompany students with special needs on the arrival and departure of school buses.

He or she records his or her observations and interventions, keeps files and prepares reports on a student's situation.

He or she works, where necessary, with youth protection organizations and external interveners in matters pertaining, in particular, to parental abuse or negligence; where applicable, helps the school administration to conduct student searches.

He or she meets with students, parents and teachers to provide them with advice, information and pertinent documents and referrals.



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If necessary, he or she administers medication according to medical requirements and the school policy in effect and to the parents' instructions; administers first aid.

He or she may be required to use a computer and the various software needed to perform his or her duties. He or she may be required to train less experienced technicians as well as coordinate the work of support staff in performing duties related to the implementation of programs involving technical operations for which he or she is responsible.

If need be, he or she performs any other related duty.

General skills

- To hold a college diploma in special education methods or a diploma or attestation of studies which is recognized as equivalent by the competent authority.
- Be fluent in written and oral English. Knowledge of French would be an asset.
- Have experience with students with behavioral problems and academic difficulties.
- A valid certificate in First-aid.

We thank all applicants for their interest in our organization. Only those selected for interviews will be contacted. All applications are treated in a confidential manner. We apply equal access to employment and we encourage women, visible and ethnic minorities, aboriginal peoples and persons with disabilities to apply. People with disabilities who wish, may be assisted in the preselection and selection process.

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