

**JOB POSTING:**

**Special Needs Support Worker**

**3 permanent positions**

10 month positions, 35 hours per week

Open to Board Employees and External Applicants

**Posting Date: July 20, 2018**

**Closing Date: August 13, 2018**

**Position Start/End Date: September 4, 2018**

**Description of Position**

The Special Needs Support Worker provides direct services to students requiring intensive supports. This position communicates and builds relationships with community partners to aid in the transition of students into the school system. The Special Needs Support Worker also assists in the design, implementation and delivery of educational training workshops for all educators (Principals, Teachers, Educational Assistants and Resource Personnel), focusing on applied behaviour analysis and ASD, mental health, psychological education testing, and behaviour assessment.

**Required Qualifications/Skills/Abilities**

Education / Certification:

- Minimum 2 year program in a related field at an accredited college or university e.g. Social Services Worker, or related to Behavioural Science or Psychology
- Certificate of completion for the Ministry of Labour Worker Health and Safety Awareness in 4 Steps

Required Knowledge:

- Basic knowledge of elementary and secondary education system in Ontario
- Basic knowledge of special education issues, including those relevant to children and youth with Autism Spectrum Disorders and behaviours
- Basic knowledge of MFIPPA and PHIPA
- Understanding of Connections Team Model

Experience Required:

- Minimum 1 year experience working in a Behaviour Analysis role/Instructor Therapist role or related experience
- Experience working with children and youth who have special education needs, in particular children and youth with autism spectrum disorders (ASD) and/or various behaviour exceptionalities

Skills / Abilities:

- High level of personal integrity and strong work ethic



- Ability to provide training and development to adult learners
- Effective presentation skills
- Excellent communication skills when interacting with professionals and outside agencies
- Excellent time management skills and prioritizing skills
- Excellent inter-personal relation skills
- Proficiency in various computer software programs, including presentation software
- Ability to define problems and gather data
- Ability to effectively communicate and relate to people tactfully, diplomatically and professionally at all times is essential
- Excellent problem solving abilities
- Valid driver's license and access to a reliable vehicle
- Frequent travel to the schools in the Board's jurisdiction
- Ability to provide regular attendance

Physical Requirements (if applicable):

- Requires performing physical duties

**Preferred Qualifications/Skills/Abilities**

- Current certification in First Aid and CPR
- School Board experience would be considered an asset
- Knowledge of types of psychological testing tools
- Current certification in Behaviour Management Systems
- Training in applied behaviour analysis principles from a recognized institution
- Knowledge of various academic assessment tools (WIAT, WFAS, DRA, etc.)

**Additional Information**

Please contact Human Resources Services for a copy of the job description, which gives details on physical requirements along with duties and responsibilities.

Salary to be commensurate with recent related experience; annual salary range is \$31.03 to \$38.77 hourly. A comprehensive benefit package is provided.

Qualified applicants are encouraged to view our website at [www.sudburycatholicschools.ca](http://www.sudburycatholicschools.ca) and submit a cover letter and resume along with the contact information for three professional references as one electronic document no later than noon on August 13, 2018 by email to: [employment@sudburycatholicschools.ca](mailto:employment@sudburycatholicschools.ca). Please quote reference N 2018/19-11 in the subject line.

Please note that a satisfactory criminal record check including the vulnerable sector check is a condition of employment.



SUDBURY  
CATHOLIC  
DISTRICT  
SCHOOL BOARD

All applicants are thanked for their interest, however, only those selected for an interview will be contacted.

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is being collected for employee recruitment and selection purposes.

If you require a disability-related accommodation to participate in the recruitment process, or if you have questions about this collection of information, please contact the Human Resources Department at (705) 673-5620.

Thank you for your interest in Sudbury Catholic Schools.

Joanne Bénard  
Director of Education

Michael Bellmore  
Chair of the Board