

School District No. 91 (Nechako Lakes)

JOB DESCRIPTION

SPECIALTY SUPPORT – PERSONAL CARE ASSISTANT

Rate of Pay: **Band # 9**

SUMMARY

- Provides educational and delegated health care assistance to physically dependent learners in Level 1

DUTIES & RESPONSIBILITIES

- carries out a variety of complex personal and health care routines as delegated by Northern Health Nursing Support
- carries out other personal and health care routines including toileting
- operates, adjusts and assists with specialized equipment e.g. wheelchairs, standing frames, lifts
- works in collaboration with parents, health care professionals, school and district staff under the direction of the teacher and other related professionals
- facilitates student learning and implements specific strategies and techniques as directed by the teacher
- assists in the education program for/of designated learner or learners in a class or classroom
- maintains confidentiality of sensitive information seen or heard
- shares relevant information with the learner's team about the performance and behavior of individual learners to support IEP goals and/or program design
- reviews and reinforces learning activities using lesson plans and learning strategies developed by the teachers/team to help learners master concepts and skills
- carries out work within developed structures and plans, being consistent with expectations for learners
- assists in the collection of data for the purpose of evaluating strengths, achievements, needs and progress
- assists with development of instructional learning resources
- assists learners in developing problem solving, socialization and peer interaction skills
- attends to the physical safety of learners
- assists in the supervision of learners as required

QUALIFICATIONS

KNOWLEDGE

- completion of Grade 12 (Dogwood Certificate)
- completion of an Education Assistant Certificate program

EXPERIENCE

- 6 months of experience working with children/youth who have multiple disabilities.

SKILLS & ABILITIES

- ability to assess situations within their area of responsibilities and responds in an appropriate manner
- ability to implement the appropriate intervention strategy that has been designed by the teacher
- ability to provide personal care in the most dignified and least intrusive ways possible
- ability to interact with co-workers and learners in an empathic and professional manner
- ability to act and communicates in an ethical manner and to respect the diversity of all learners and staff
- is non-judgmental and solution focused
- is an effective and articulate communicator
- is physically capable to perform the job duties
- has a functional knowledge of computers