

School District No. 91 (Nechako Lakes)

JOB DESCRIPTION

SPECIALTY SUPPORT – LEARNING SUPPORT WORKER – Uncertified
Rate of Pay: **Band # 6**

SUMMARY

- Works with school and district staff to foster and develop the individual student's potential under the direction of the teacher and other related professionals
- Provides assistance to teachers and other professionals in the delivery of regular or alternate programs with a group or individual students
- Functions as an advocate for the students and as a member of the school-based team where required

DUTIES & RESPONSIBILITIES

- Facilitates student learning and implements specific strategies and techniques as directed by the teacher
- Assists in the implementation of the instructional program for educationally/behaviorally disabled students or other designated students in a class or classroom
- Maintains confidentiality of sensitive information seen or heard
- Shares relevant information 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 students master concepts and skills
- Carries out work within developed structures and plans, being consistent with expectations for students
- Assists in the collection of data for the purpose of evaluating strengths, achievements, needs and progress
- Assists with development of instructional learning resources
- Assists students in developing problem solving, socialization and peer interaction skills and/or assists ESL students to understand cultural differences
- Carries out personal and health care routines, including toileting
- Attends to the physical safety of students
- Assists in the supervision of students as required
- May be required to transport students

QUALIFICATIONS

KNOWLEDGE

- Completion of Grade 12 (Dogwood Certificate)
- BC driver's license - Class 5 Full Privileged and an exemplary driving record

EXPERIENCE

- Three months of experience working with children/youth who have intellectual/behavioral or multiple disabilities.

SKILLS & ABILITIES

- Assesses situations within their area of responsibilities and respond in an appropriate manner
- Implements the appropriate intervention strategy that has been designed by the teacher
- Provides personal care in the most dignified and least intrusive ways possible
- Ability to adapt classroom learning tasks to the ability/achievement level of learners
- Interacts with co-workers and students in an empathic and professional manner
- Implements behavior management techniques, conflict resolution and task analysis techniques
- Acts and communicates in an ethical manner and to respect the diversity of all students and staff
- Is non-judgmental and solution focused
- An effective and articulate communicator
- Is physically capable to perform the job duties
- Have a functional knowledge of computers

Revised: August 2025

Reviewed: March 2025

N.B. This description contains the elements necessary for the identification and evaluation of the job. It is not an exhaustive list of the duties to be performed. Duties not listed should not affect the evaluation.