



REPLACEMENT STAFF OPPORTUNITIES

Noon Hour Assistant – Developmental Disability Program Special Education

Supply Rate: \$13.42/hr - After 30 Days: \$19.56/hr
(All rates effective September 1, 2011)

This position is responsible for supervising students with a developmental disability during the lunch period and assisting in maintaining a safe environment for students and staff at all times. Supervision and assistance are tailored to the individual level of functioning and needs of each student and reinforce the student's educational program. The standard working hours are 2 hours per day, to be scheduled during the lunch period according to school needs.

Summary of Key Duties:

- With classroom Teacher and/or educational assistant, supervise students with developmental disabilities during indoor and outdoor lunch period (e.g. classroom, lunchroom, playground, transitions);
- Assist with student feeding, preparation of lunch, table manners, cutlery use and self feeding;
- Monitor children for proper chewing/swallowing to prevent choking;
- Supervise and assist in the clean up of the lunch area;
- Supervise and assist students in personal hygiene and grooming activities;
- Toilet children of all ages, including lifting, washing, diapering and changing clothes etc.;
- Assist children with dressing activities;
- Supervise and monitor children in the play yard during lunch break to ensure safety and appropriate play activities;
- Monitor children to ensure they remain on school property and ensure children are safe at all times.

Key Qualifications:

- Completion of Grade 10 and three months related experience supervising children with special needs, or an equivalent combination of education and experience;
- Ability to use adaptive equipment (e.g. wheelchair operation, walkers);
- Ability to support students' personal care needs as required;
- Ability to communicate in a sensitive, courteous manner with students, parents, staff and the general public;
- Ability to read and follow instructions from Principal and designates;
- Ability to work as a team player;
- Current First Aid, CPR, and CPI Training are assets.

Only applicants selected for an interview will be contacted. The Toronto District School Board adheres to equitable hiring, employment and promotion practices. We strive to provide accommodation needs consistent with the Ontario Human Rights Code. Applicants are encouraged to make their needs for accommodation known in advance during the hiring process.