



**Awakening Hearts and Minds since 1963**

**Teacher Assistant – Employment Opportunity**

**Location:** Ville St-Laurent (2 campuses) and Downtown (1 campus)

**Status:** Full-time, Monday through Friday, hours will depend on the Campus

**Dates of Contract:** mid August 2021 to end of June 2022

**Salary:** Professional's official classification (scholarship and years of experience), as per the guidelines established by the Ministère de l'Éducation et de l'Enseignement Supérieur

Summit School has been at the forefront of special needs education in Canada since 1963.

We are a private school recognized and subsidized in the public interest by the Ministère de l'Éducation et de l'Enseignement Supérieur. Our students, from ages 4 to 21, present with a range of difficulties including intellectual disabilities, autism, and/or behavioural and emotional disturbances.

Please look at our website to learn more about us: <https://www.summit-school.com>

**Nature of the Work**

We are currently looking for Teacher Assistants to assist the Teacher in the classroom on a daily basis with a variety of activities. The successful candidate will possess patience, take initiative, be attentive, with an eye for detail and have an interest in working with children with developmental disabilities.

**Main Tasks & Responsibilities**

- Assisting the Teacher in the classroom with a variety of activities in a special education environment, such as preparing the classroom resources as well as the classroom.
- Working with children individually or in small groups (12-15 students per class).
- Oversee the lunch and recess program.
- Planning and implementing curriculum with the classroom Teacher's guidance.
- Ability to work within a multi-disciplinary team.
- Perform other duties as assigned by the Teacher.



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### **Requirements & Qualifications**

- High level of empathy, care, and sensitivity to the needs of the students.
- Prior experience working or caring for children.
- Ability to work effectively as part of a team are essential for the position.
- Ensure the safety of the students in the classroom, on field trips, and throughout the school.
- Excellent communication and interpersonal skills.
- Must be fluent in English (written and spoken); knowledge of French is an asset.
- Experience with special needs children (an asset).
- Degree from an Early childhood Educator program or a bachelor's degree in a relevant field (an asset).
- Additional relevant education and experience will be considered an asset.

Interested applicants should submit their resume as well as a letter of intent to:  
**[careers@summit-school.com](mailto:careers@summit-school.com)**

Only those candidates who qualify for an interview will be contacted. We thank you for your interest in Summit School.