



Job Posting – Special Education Assistant Veritas School – Terrace, BC

Veritas School is seeking a caring, patient, and committed **Special Education Assistant (SEA)** to support students with diverse learning needs, including students with Autism Spectrum Disorder (ASD) and behavioural needs, within our inclusive K–9 learning environment. The SEA works closely with the classroom teacher, Learning Resource Teacher, and school administration to support student learning, social-emotional development, and positive behaviour strategies.

Position Overview

The SEA will provide individualized and small-group support to students with ASD and behavioural needs. The SEA will assist with implementing learning plans, supporting regulation strategies, and helping students participate successfully in classroom and school activities.

The position's start date is to be determined, and the end date is June 24, 2026. This position is part time, Monday to Friday mornings from 8:20 – 12:20, for a total of 20 hours per week.

Key Responsibilities

- Support students with Autism Spectrum Disorder (ASD) and behavioural needs in classroom and school settings.
- Assist in implementing Individual Education Plans (IEPs), behaviour plans, and learning adaptations.
- Support students in developing self-regulation, communication, and social skills.
- Use positive behaviour support strategies and de-escalation techniques when necessary.
- Assist students with academic tasks as directed by the classroom teacher or Learning Resource Teacher.
- Provide support during transitions, recess, lunch, and school activities.
- Help create a safe, respectful, and inclusive learning environment.
- Maintain clear communication with teachers and other support staff regarding student progress and needs.
- Maintain confidentiality and professionalism at all times.

Qualifications

- Educational Assistant Certificate or relevant post-secondary education (preferred).
- Experience supporting students with ASD and behavioural needs.
- Knowledge of inclusive education practices.
- Experience using visual supports, structured routines, and regulation strategies.
- Ability to remain calm, patient, and supportive in challenging situations.
- Strong teamwork and communication skills.
- First Aid certification (or willingness to obtain).

Preferred Skills

- Experience with Applied Behaviour Analysis (ABA) strategies or Positive Behaviour Support.
- Familiarity with sensory regulation strategies.
- Experience working in a school or child-care setting.

Faith and Community

As a Catholic school, Veritas School strives to nurture the spiritual, academic, and social development of every student. Applicants should be supportive of the Catholic mission and values of the school.

Application Information

Interested applicants are asked to submit the following to Tamara Berg, Principal of Veritas School via email at tberg@cispg.ca:

- Resume
- Cover Letter
- References

Questions can be directed to Tamara Berg, Principal of Veritas School, by emailing tberg@cispg.ca or calling the Veritas School office at 250-635-3035.