



KAHNAWAKE EDUCATION CENTER

P.O. BOX 1000
KAHNAWAKE, QUEBEC, J0L 1B0
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www.kecedu.ca

EMPLOYMENT OPPORTUNITY

POSITION: SPEECH & LANGUAGE ASSISTANT

LOCATION: KATERI SCHOOL

STARTING SALARY: \$779.84 weekly

DURATION: **Fixed-Term Position** for the 2024-2025 School Year with possibility of renewal (6-month probationary period)
Start date: August 19, 2024

REQUIREMENTS:

- A Child Care Certificate or Teaching Certificate completed or in progress.
- Experience working with children with identified speech and language difficulties.
- Growth and developmental characteristics of children and/or adolescents.
- Knowledge of Kanien'kehá:ka and Kahnawà:ke culture and people.
- Special education background is an asset.
- Complete fluency and literacy in language of instruction.

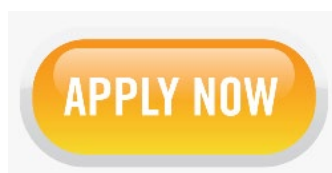
APPLICATION DEADLINE: Wednesday, May 8, 2024 at 4:00 pm

All required documents must be submitted before the deadline for your application to be considered:

- Résumé
- Letter of Intent
- Name and contact info for three (3) recent professional references
- Provide proof of educational requirements (see attached job description for the qualifications)

The Kahnawà:ke Education Center wishes to thank all those who apply. However, **only** qualified candidates with complete applications will be contacted for an interview.

PLEASE SUBMIT YOUR APPLICATION AND ALL REQUIRED DOCUMENTS ONLINE AT WWW.KECEDU.CA OR BY CLICKING THE LINK BELOW:



Job posting and Job Descriptions are available online at www.kecedu.ca. If you would like any additional information regarding this employment opportunity, please do not hesitate to contact the Kahnawà:ke Education Center, Human Resources Department at 450-632-8770 ext. 10807.



General Information

Position Title: Speech & Language Assistant
Direct Reports To: Speech Language Pathologist
Secondary Reports: Coordinator of Student Services
Date: May 2021

About Kahnawà:ke Education Center

The mission of the Kahnawà:ke Education Center is to provide the children who live in Kahnawà:ke with a solid and well-rounded education laying the foundation for their future careers. The mission of KEC is carried out by the Kahnawà:ke Combined Schools Committee (KCSC) as well as the administrative arm of KEC. The KEC is responsible for the operation and support of three schools in the Kahnawà:ke community and post-secondary administration.

Position Summary

The main purpose of the Speech & Language Assistant is to provide support to the Speech Language Pathologist in the assessment and treatment of speech, language, voice, and fluency difficulties.

Key Responsibilities

- Assisting the Speech Language Pathologist in establishing goals and objectives for students who have been identified with speech and / or language difficulties.
- Assisting the Speech Language Pathologist in the planning, preparing and presenting daily intervention plans that integrate education plans for students identified with speech and or language needs.
- Provide direct support services to students with speech and/or language difficulties as directed by the Speech Language Pathologist.
- Assisting the Speech Language Pathologist in managing the case files and ensuring that the students' needs and support services are integrated into the Individual Education Plan (IEP).
- Assisting classroom teachers in planning, preparing intervention plans and activities to address student needs. To ensure that the interventions are incorporated within the curriculum.
- Assists in monitoring and evaluating the achievement of the objectives of the intervention plan using methods and materials as directed by the Speech and Language Pathologist.
- Supporting parents in implementing complementary interventions and therapeutic activities within the home environment.
- Submits reports and forms promptly and within established deadlines.

Core Competencies:

The necessary core competencies for this position include:

- Strong interpersonal skills
- Sound judgement and critical thinking
- Teamwork
- Professionalism and high ethics standards



Technical Competencies:

Required technical competencies for this position include:

- Superior oral and written communication skills
- Strong language processing skills of reading, writing and spelling
- Strong mathematics skills

Education, Knowledge & Experience

- A Child Care Certificate, a Teacher Assistant Certificate or a Teaching Certificate completed or in progress.
- Experience in working with children with identified speech and language difficulties.
- Growth and developmental characteristics of children and/or adolescents.
- Knowledge of Kanien'kehá:ka and Kahnawà:ke culture and people.
- Special education background is an asset.
- Complete fluency and literacy in language of instruction.