



Posting #: NT-2024-001  
Work Hours Schedule: Casual/Call-In  
Location: Sarnia Lambton and/or Chatham Kent Area Catholic Schools  
Start Date: Immediate

## **If Interested**

Send resume quoting posting number (NT-2024-001) in subject line. Send by email to [apply@sccdsb.net](mailto:apply@sccdsb.net)

## **Positions and Qualifications**

### a) Casual Educational Assistant

- Completion of a 2-year Community College Program specific to Childhood Education, i.e. Developmental Service Worker, Social Service Worker or equivalent.
- Minimum of one-year previous work experience.
- Education and experience working with children diagnosed with Autism is preferred.

### b) Casual Early Childhood Educator

- Two-year community college Early Childhood Education Diploma.
- One-year recent experience, for a class of students in a childcare or educational setting.
- Proof of registration with the Ontario College of Early Childhood Educators.
- Recent Catholic Pastoral reference.

### c) Casual Custodians

- Secondary School Graduation Diploma.
- One-year recent, related experience.

### d) Casual Secretaries

- Completion of a two-year Community College program specific to Office Administration or equivalent.
- Minimum 4-years work-related experience.
- Demonstrated computer experience required (Microsoft Office -Word, Excel and Outlook).

### e) Adult Supervisors

- Secondary School Graduation Diploma.
- Related experience and training within a school setting is considered an asset.

## **Accommodation**



The St. Clair Catholic District School Board is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environment. We will accommodate the needs of the applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process; see Accessibility Standards for Customer Service Policy (<http://www.st-clair.net/policies.aspx>).

Please advise the Human Resource Services Department to ensure your accessibility needs are accommodated throughout this process. Information received relating to accommodation measures will be addressed confidentially.

## Thank You

We thank all applicants for their interest; however, only those selected for an interview will be contacted. The successful candidate will be required to provide a satisfactory Criminal Background Check as a condition of employment.

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Director of Education  
Scott Johnson

Chair of the Board  
John Van Heck

420 Creek Street  
Wallaceburg, ON N8A 4C4  
Telephone: 519-627-6762  
Fax: 519-627-8230  
Website: [www.st-clair.net](http://www.st-clair.net)