



Classroom Assistant - CSI Summer Learning Program High School Student Employment Opportunity

Requisition #:	24-CSI-CA1
Facility/Location:	One of the following sites: Champlain, John M King, King Edward, Lord Selkirk, Machray, Norquay, Shaughnessy Park, Sister MacNamara, Victoria Albert, David Livingstone, Dufferin/Pinkham and William Whyte/Niji Mahkwa
Job Type:	Project, Term
Term Duration:	July 2, 2024 to August 8, 2024
Wage:	\$15.30/hr
Anticipated Shift:	Monday – Friday, 8:30am – 4:00pm (35 hours/week)
Number of positions:	Approximately 15
Posting Closes:	March 3, 2024

What is CSI Summer Learning Program?

The Community School Investigators (CSI) Summer Learning Program is an academic program designed to combat summer learning loss and narrow the opportunity gap by providing five free weeks of quality summer programming in a safe and caring environment.

Every day from 9:00 am - 3:00 pm, children in grades 1-6 take part in numerous activities designed to strengthen their math, reading, and writing skills, along with problem solving and language acquisition. Instructors deliver academic activities in the morning and provide physical activity and cultural experiences in the afternoon. These experiences include field trips, guest artists, and sports and recreation activities. To ensure children make the most of the program, they also receive two nutritious meals each day.

To learn more about the CSI Summer Learning Program, check out this video <https://vimeo.com/95433631> or visit the BGC Winnipeg website at www.bgcwinnipeg.ca

Position Summary

The Classroom Assistant position is an employment opportunity for youth to gain leadership skills and work experience. The Classroom Assistant is responsible for assisting Instructors in the classroom during CSI. In this role, it is expected that the Classroom Assistant will work directly with children, in small groups and individually. Classroom Assistants help prepare materials and activities for the class, participate in the activities along side the children and assisting them when needed, be an active positive role model. The Classroom Assistant will work under direction of their assigned site's Multi-Site Teacher Coordinator, Team Leader, and Instructors.



Responsibilities

- Participate in scheduled training workshops (orientation day, etc.)
- Respect confidentiality of personal information
- Mentor participants through positive interactions, encouragement to participate in all activities, and being a positive role model
- Assist in the classroom in all activities
- Supervise children at site, on lunch breaks, and during any field trips
- Participate daily in the walking school bus both prior to and following the day's activities
- Be punctual, attend daily, work as part of the team, and participate in all activities

REQUIRED SKILLS AND ABILITIES:

- Experience working/volunteering/mentoring children ranging from 6-12 years of age
- Leadership skills
- Enjoy learning and trying new things
- Willing to participate in variety of activities including reading, math, science, art, sports.
- Likes to meet new people
- Can take direction, work independently and as part of a group
- Positive role model

This position is intended for youth 15-18 years of age.

Conditions of Employment:

- Must be able to obtain and maintain a clean Child Abuse Registry Check within the past 6 months
- For those 18 years old and older, must also be able to obtain and maintain a clean Criminal Records Check within the past 6 months

How to Apply: Forward your cover letter and resume in confidence to hr@bgcwinnipeg.ca, deadline for applications is March 3, 2024. Please quote the job title and requisition # in the subject line and identify preferred site in the email or cover letter.

BGC Winnipeg is committed to providing an inclusive workplace that embraces diversity, values differences, and supports the full participation of all employees. We welcome applications from racialized persons/persons of colour, Indigenous persons, persons with disabilities, 2S & LGBTQIA+ persons, and any other persons from diverse backgrounds. We offer accommodations to applicants with disabilities throughout our hiring process, upon request.