



CAMPUS EMPLOYMENT JOB POSTING

FOR MORE INFORMATION CONTACT
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JOB TITLE **ECE - LIVING CLASSROOM ASSISTANT**

DEPARTMENT **Health and Community Services**

PROGRAM RELATED **Early Childhood Education (experience considered)**

QUALIFICATIONS

- Experienced in Early Childhood Education-related education and/or experience.
- Preference for student in ECE Program.
- Position requires employee to be in good physical condition. Is able to work independently, maintain confidentiality and have up to date immunization and criminal reference check.

DUTIES

- Assist in preparing the living classroom for class demonstration.
- Set up and clean up responsibilities of toys and equipment.
- Requires some movement of toy shelves, tables and other furniture items.
- Assist with recording and maintaining classroom inventory, noting repair needs and/or replacement of items for tracking purposes.
- Organization & inventory of student lending library materials.
- Preparation of teaching props and materials and other duties as assigned.
- Work in compliance with the Occupational Health and Safety Act.

VACANCIES	2	JOB START DATE	January 2025
PAY RATE	\$17.20/hr	JOB END DATE	April 2025
DEADLINE TO APPLY	Open until filled		
HOURS	As scheduled to a max of 120hrs per eligible semester		

HOW TO APPLY:

Complete the Campus Employment Application Package online, and ensure to attach your resume and class schedule. Upon hiring, all applicants must complete the Worker Health and Safety Awareness in 4 Steps training program, or provide proof of certificate from previous completion. VISIT succicomputer.com/student-jobs