



Flex Program Educational Assistant

Lakeshore School Division is a small school division with big ideas. We believe that we can create thriving communities and individuals through education. We believe that the world is changing and how we do education needs to change too. The Flex program is an alternative K-12 school that creates flexible programming for students that includes elements of remote learning, synchronous online instruction, in-person support and regular group activities. The EA will work with a small team and will largely be supporting students online. The employee will be required to work remotely from their home office and be available for in-person meetings in Winnipeg on a regular basis, as well as bi-weekly meetings at Inwood School.

This is a term position commencing as soon as possible until June 28, 2024.

The ideal candidate

- Must have a passion for working with students & alternative learning environments
- Must be physically fit and reliable
- Must have strong interpersonal and organizational skills.
- Must conduct day-to-day business in a professional manner with respect for confidentiality regarding staff and students.
- Grade 12 or equivalent is required.
- Must be able to report to a variety of workplaces, be available on an irregular schedule, and potentially overnight.
- Have or be willing to potentially acquire a class 2 licence and school bus endorsement

SALARY: As per collective agreement

Interested candidates may forward their application to:

Donald Nikkel
 Superintendent of HR, Policy & Public Relations
 PO Box 100, Eriksdale, MB R0C 0W0
 Phone: 204-739-2101 Fax: 204-739-2145
 Email: nikkeld@lakeshoresd.mb.ca

Deadline for applications: Friday, September 15th 2023 at 3:00 p.m.

Lakeshore welcomes applications from people with disabilities. Accommodations may be available upon request. We thank all who apply for their interest, but only those selected for an interview will be contacted. Lakeshore School Division may contact former employers. For more details, please refer to the division's job description. *Successful candidates must complete a Criminal Record/Vulnerable Sector and Child Abuse Registry check prior to commencing employment.*