



## JOB OPPORTUNITY: EXTERNAL POSTING

<b>POSITION:</b>	<b>ASSISTIVE TECHNOLOGY TRAINER</b>		
<b>POSTING STATUS:</b>	<b>PART-TIME CONTRACT – September 2017 – June 2018</b>		
<b>HOURS:</b>	All hours take place during regular school day. Hours are <u>not</u> guaranteed and will vary from 0-30 hours per week depending on employee's availability. Employees must be available at least 12 hours per week.	<b>RATE OF PAY:</b>	\$18.00 per hour
<b>MAIN DUTIES:</b>			
<p><b>Reporting to the Assistive Technology Coordinator will provide the following duties:</b></p> <ul style="list-style-type: none"><li>• Train students to utilize hardware and assistive technology software, apps, or extensions effectively utilizing existing lesson plans:<ul style="list-style-type: none"><li>○ <b>Laptop:</b> Premier Literacy, Dragon NaturallySpeaking, WordQ, Mindomo, Office 356, Mathies;</li><li>○ <b>iPad:</b> Ideament/Mindomo, iWordQ, Prizmo, ClaroPDF, Office 365, Mathies; and</li><li>○ <b>Chromebooks:</b> Google Apps for Education, Read &amp; Write for Google, VoiceNote II, and Mindomo.</li></ul></li><li>• Provide direct computer instruction with student(s) and potentially the student's parents or education support staff;</li><li>• Complete documents to evaluate the student's progress; and</li><li>• Promote an atmosphere of success and encourage students to achieve their personal best.</li></ul>			
<b>ADDITIONAL DUTIES:</b>			
<p><b>Will be assigned based on AT Trainer's experience and knowledge:</b></p> <ul style="list-style-type: none"><li>• Facilitate a classroom training session with a SEA Claim student's classmates and classroom teacher, utilizing existing lesson plans.</li></ul>			
<b>QUALIFICATIONS:</b>			
<ul style="list-style-type: none"><li>• Post-secondary education in a related field of study.</li><li>• Experience with instruction and on-going assessment an asset.</li><li>• Effective problem solving/troubleshooting skills.</li><li>• Excellent computer skills.</li><li>• Effective verbal and written communication skills.</li><li>• Experience in a similar position an asset.</li><li>• Excellent organization skills.</li><li>• Patience, creativity, and flexibility.</li><li>• An understanding of learning disabilities and attention deficit disorder.</li></ul>			



**JOB OPPORTUNITY FOR ASSISTIVE TECHNOLOGY TRAINER (continued)**

**CONDITIONS OF EMPLOYMENT:**

- Must have a satisfactory up-to-date Police Clearance with vulnerable sector.
- Must have a satisfactory up-to-date TB Skin Test.
- Must have access to reliable transportation as training will take place throughout Windsor and Essex County. Mileage will be reimbursed as per the Association's Expense Claim Policy.

**HOW TO APPLY:**

- Apply in writing **no later than 4:00 pm on Friday, August 4, 2017** with a cover letter and resume to: **Brianne De Santi, AT Training Coordinator** at **[bdesanti@ldawe.ca](mailto:bdesanti@ldawe.ca)**

We thank all candidates for their interest; however, only individuals selected for interviews will be contacted. Due to the large volume of applicants, we regret we cannot confirm that our office has received resumes.

LDAWE is committed to providing appropriate accommodations in all parts of the hiring process to aid people with disabilities, upon prior disclosure or request.