

Hiring Substitute/Casual Staff

The Wetaskiwin School Division is looking for substitute casual staff to join our team. We require substitute/casual coverage at various locations in the City and County of Wetaskiwin for the positions listed below. These positions will provide coverage on an on call basis. Incumbents would have first consideration for any temporary or permanent positions. No experience required. Join the substitute roster and we will train you. This also allows for a flexible work schedule that you can work for your needs and work/life balance.

Bus Drivers-- Drivers are responsible for safely transporting students daily and must be committed to safety and customer service. As a School Bus Driver, you will work a split shift, driving approximately 2 hours in the morning and 2 hours in the afternoon. You will be assigned a route that falls between the hours of 6:30 am - 9:00 am in the morning and between 3:00 pm - 5:30 pm in the afternoon. Drivers work during the school year and are given time off in July and August, as well as weekends and all school breaks. **For more information email transportation@wrps11.ca**

Custodians— this position is relied upon to maintain clean and safe buildings and surrounding areas. The Custodian is responsible for performing custodial duties, minor maintenance and other miscellaneous duties in order to ensure that WRPS facilities are maintained in a healthy, safe and sanitary manner. **Various shifts, Monday to Friday. For more information, please contact Mark at mark.throndson@wrps11.ca.**

Educational Assistants -- The Educational Assistant will perform a variety of tasks such as: assist students with classroom and other school-related activities, provides physical, sensory, emotional, behavioural and academic support in a variety of educational settings to students with special education needs. The Incumbent assists teachers with planning and delivering student programs. The Educational Assistant frequently monitors and records evidence of individual student progresses as well as assists the Learning Support Team with a variety of tasks. Works Schedule: Monday to Friday, 8:30 am to 3:30 or 3:45 pm. **For more information please call HR at 780-352-6018 Ext 238 or email HR@wrps11.ca.**

All of the above positions can be applied for by going to our website at www.wrps11.ca, scroll down to "Come Work for Us" and click on the "Apply Here for Substitute Staff Positions" or go into one of our schools or the Division Office and ask for a Substitute Package. You can also contact Human Resources at email: hr@wrps11.ca or call 780-352-6018 Ext 238. For direct Supervisor contact, see each job above.