

## Human Resources Educational Support Staff – AFNORTH International School and SHAPE International School

Title	Human Resources Educational Support Staff <i>Instructional and Non-Instructional Teacher Assistants</i>
Salary, hourly	<ul style="list-style-type: none"> <li>• Non-Instructional Teacher Assistants (NI/TAs) - \$17.46 <i>Lunch Monitors</i></li> </ul> <hr/> <p style="text-align: center;"><b><i>Please indicate which type of employment you would like to be considered for when submitting your application documents.</i></b></p>
Working Hours	<ul style="list-style-type: none"> <li>• Non-Instructional Teacher Assistants (NI/TAs) - <i>Up to 2.5 hours per day</i></li> </ul>
Locations	<ul style="list-style-type: none"> <li>• Brunssum, Netherlands</li> <li>• Casteau, Belgium</li> </ul>
Eligibility	Canadian dependents of civilian component members and CAF military members stationed in Europe.

**In order to be considered, your application must clearly explain how you meet the following Essential Qualifications:**

Education	Completion of secondary school or acceptable combination of education, training and/or experience
Language	English essential
Experience	Experience dealing with/supervising children in a work or volunteer capacity

**The following is considered an Asset Qualification.**

**Please explain in your application if you meet the following:**

Education	University degree/college diploma in child studies/child related studies, or education
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**Conditions of Employment:**

- Certified Criminal Background Check
- Favorable Vulnerable Sector Check

**Operational Requirements:**

By applying for the position of Instructional Teacher Assistant, you are accepting the following operational requirements:

- You must adhere to a strict no-smoking policy on school premises
- Management reserves the right to vary your tasks depending on organizational needs
- Your schedule and primary role may fluctuate day to day with minimal notice
- Following additional schools protocols as required

By applying for the position of Non-Instructional Teacher Assistant you are accepting the following operational requirements:

- You must adhere to a strict no-smoking policy on school premises

**Other Information:**

- Costs associated with assessment or relocation will not be paid or reimbursed by the employer (i.e. travel or any other administrative costs)
- Canadian dependents: please include proof of being stationed in Europe (i.e.: NATO SOFA stamp). For those incoming during current APS, please note that you can apply with a copy of your sponsor's posting message – however, a SOFA stamp will be required prior to starting employment.
- Interviews will be administered
- Reference checks will be sought
- Candidates are entitled to participate in the appointment process in the official language of their choice. Applicants are asked to indicate their preferred official language in their application.
- Candidates are to use the cover letter to clearly demonstrate how they meet the experience factors listed in the essential qualifications, and if applicable, the asset qualifications. It is recommended that applicants use each factor mentioned in 'Education and Experience Requirements' as a sub-header demonstrating how they meet the experience, including the time period during which the experience was obtained. Resumes will be used as a secondary source to validate the experience described in the cover letter. Failure to provide this detailed information may result in your application being rejected from the process.

**Applications must include curriculum vitae and a cover letter submitted to email below.**

**CEM O – Mireille.guay@forces.gc.ca**