



加拿大多伦多汉语水平考试中心

Chinese Proficiency Test (HSK) Toronto Centre

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Mandarin Panda (YCT) Summer Camps 2015 Summer Student Job Posting

JOB AND POSITION: ONE Senior Teaching Assistant, sponsored by Canada Summer Jobs Project

HOURS PER WEEK: 30, **HOURLY RATE:** \$11.50

WORKING DATES: 2015/06/22- 2015/08/29, 8 weeks in total

JOB DESCRIPTION

The Senior Teaching Assistant would support teachers and help children with their educational and social development, both in and out of the classroom, who is reporting to the Project Manager of the Centre (www.hsktoronto.ca), one of the Canadian non-profit organizations.

QUALIFICATIONS

- Post-Secondary Students in Education and Teaching Assistant Programs or Post-Secondary Students to be an International Language Teacher
- Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act³; and,
- English speaker, fluent speaking in Mandarin (with HSK/HSKK certificate as a must to be done after the interview confirmed)
- Be between 15 and 30 years of age at the start of the employment;
- Have been registered as full-time students in the previous academic year and intend to return to school on a full-time basis in the next academic year;
- Be legally entitled to work in Canada in accordance with relevant provincial/territorial legislation and regulations
- Police Clearance Certificate

RESPONSIBILITIES

1. Helping teachers to plan learning activities and complete records;
2. Supporting teachers in managing class behaviours;
3. Supervising group activities;
4. Looking after children who are upset or have had accidents
5. Helping with outings and sports events
6. Taking part in training
7. Carrying out administrative tasks and Communicating with parents as needed
8. Being the team leader of the teaching assistant group
9. Also support children with particular needs, working with them individually or in small groups

HEALTH AND SAFETY

The camps will follow the requirements of the Health and Safety Practices in the Workplace.

MENTORING PROGRAM

The Senior Teaching Assistant will be supervised and mentored by the experienced teacher under the one-on-one condition on-site in daily work at the three aspects of Academic Support, Personal and Skills Development, and Workplace Experiences and Abilities.