



**EMPLOYMENT
OPPORTUNITIES**
WE ARE AN EQUAL
OPPORTUNITY EMPLOYER

ALL CUPE 2745 MEMBERS

Permanent Positions

2025-2026 School Year

Duties of Position: As per attached job description.

Essential and Desirable Qualifications: As per attached. Candidate must be capable of carrying out assigned duties and possess the ability to work as part of a team. Written and spoken competence in English is essential.

EDUCATIONAL ASSISTANT POSTINGS:

Location and Hours of Work:

- Dr. Losier Middle School - Competition #25-327, #25-328
Two (2) Permanent Position - 6.0 hours per day - 30 hours per week
- E.W. Graham – Competition #25-329, #25-330
Two (2) Permanent– 6.0 hours per day – 30 hours per week
- Gretna Green – Competition #25-331, #25-332
Two (2) Permanent– 6.0 hours per day – 30 hours per week
- King Street Elementary – Competition #25-333
One (1) Permanent Position– 6.0 hours per day – 30 hours per week
- Max Aitken Academy – Competition #25-334
One (1) Permanent Position - 6.0 hours per day - 30 hours per week
- Millerton School- Competition #25-335
One (1) Permanent Position - 6.0 hours per day - 30 hours per week
- Miramichi Valley High School- Competition #25-336
One (1) Permanent Position - 6.0 hours per day - 30 hours per week
- NSEE- Competition #25-337, # 25-338
Two (2) Permanent Position -6.0 hours per day - 30 hours per week
- Rexton Elementary School- Competition #25-339, #25-340
Two (2) Permanent Position - 6.0 hours per day - 30 hours per week
- Tabusintac School- Competition #25-341
One (1) Permanent Position - 6.0 hours per day - 30 hours per week
- ~~Bathurst High School – Competition #25-342 Rescinded~~
~~One (1) Permanent Position – 6.0 hours per day – 30 hours per week~~
- Campbellton Middle School- Competition #25- 343
One (1) Permanent Position - 6.0 hours per day - 30 hours per week

- Janeville Elementary School - Competition #25-344
One (1) Permanent Position - 6.0 hours per day - 30 hours per week
- Jacquet River School - Competition #25-345
One (1) Permanent Position until June 19, 2026 - 6.0 hours per day - 30 hours per week
- L. E. Reinsborough- Competition #25-346, #25-347
Two (2) Permanent Position - 6.0 hours per day - 30 hours per week
- Lord Beaverbrook – Competition #25-348, # 25-349, #25-350
Three (3) Permanent Position - 6.0 hours per day - 30 hours per week
- Terry Fox Elementary School- Competition #25-351
One (1) Permanent Position– 6.0 hours per day – 30 hours per week
- Bonar Law- Competition #25-352
One (1) Permanent Position– 6.0 hours per day – 30 hours per week
- Parkwood Heights Elementary School - Competition #25-353
One (1) Permanent Position - 6.0 hours per day - 30 hours per week
- ~~Superior Middle School– Competition #25-35 Rescinded
One (1) Permanent Position – 6.0 hours per day – 30 hours per week~~

ALL CUPE 2745 MEMBERS

Temporary Positions

2025-2026 School Year

Duties of Position: As per attached job description.

Essential and Desirable Qualifications: As per attached. Candidate must be capable of carrying out assigned duties and possess the ability to work as part of a team. Written and spoken competence in English is essential.

EDUCATIONAL ASSISTANT POSTINGS:

Location and Hours of Work:

- Gretna Green - Competition #25-355
One (1) Temporary Position. Effective until June 19, 2026 – 6.0 hours per day – 30 hours per week
- King Street Elementary- Competition #25-356
One (1) Temporary Position. Effective until March 20, 2026 – 6.0 hours per day - 30 hours per week
- Miramichi Valley High School - Competition #25-358
One (1) Temporary Position. Effective until June 19, 2026 - 6.0 hours per day - 30 hours per week
- Miramichi Valley High School - Competition #25-359
One (1) Temporary Position Effective until December 19, 2025 - 6.0 hours per day - 30 hours per week
- Campbellton Middle School - Competition #25-360,
One (1) Temporary Positions. Effective until June 19, 2026 – 6.0 hours per day – 30 hours per week

STUDENT ATTENDANT POSTING:

Location and Hours of Work:

- Dalhousie Area – Student Attendant - Competition #25-357
One (1) Temporary Position - 7.0 hours per day - 35 hours per week

DISTRICT ADMINISTRATIVE SUPPORT POSTING:

Location and Hours of Work:

- Office of the Superintendent(Miramichi) – DAS IV – Administration Service - Competition # 25-361
One (1) Permanent position – 7.25 hours per day – 36.25 hours per week

Wage or Salary Rate:

\$32.45 per hour/Educational Assistant (as of March 1, 2022)

\$24.63 per hour/SA (as of March 1, 2022)

\$32.98 per hour/SAA II (as of March 1, 2022)

\$22.74 per hour/SLW I (as of March 1, 2022)

\$2001.00 - \$2419.00 Bi-weekly / Budgeting and Accounting IV (as of March 1, 2022)

Posting Date: October 10, 2025

Closing Date: October 20, 2025, 12:00 PM (noon)

**Apply To: All Applications must be submitted through Apply to Education
Links can be found on ASD-N Human Resources for Apply to Education under each posting**

**Classification Specifications
Part II of the Public Service**

EDUCATIONAL ASSISTANT

DEFINITION

This is work primarily assisting teachers in the performance of their duties as well as attending to the physical needs of exceptional students. Work is under the supervision of a teacher and involves assisting individuals and groups of students. Duties include providing assistance in classrooms, libraries, shops, laboratories and any other learning environment; assisting with the supervision of students; assisting with the preparation of teaching aids and the assembly of materials as directed by the teacher; tutoring students; assisting with maintaining records, and generally assisting teachers with functions designed to fulfill the instructional, social and/or behavioral goals and objectives as planned by the teacher. Duties may also include assisting students with transportation to and from school and moving around within the school; assistance with feeding, hygiene, clothing and toileting; care of catheterized students.

N.B. Other related responsibilities may be assigned from time to time as may become necessary to the operation of the school.

QUALIFICATIONS

Graduation from high school supplemented by completion of an approved training course related to the field of work, and experience or demonstrated ability in dealing with children, or any equivalent combination of training and experience. Specific training, deemed essential by the Employer to meet the special needs of the student(s), may also be required.

**Classification Specifications
Part II of the Public Service**

STUDENT ATTENDANT

DEFINITION

This is work of limited complexity primarily attending to the physical needs of exceptional students. Duties include assisting students with transportation to and from school, on community visits, at work locations; entering and leaving school and moving around within the school; assistance with feeding, hygiene, clothing and toileting; care of catheterized students. Tasks may also include general assistance in the supervision of students; and providing general support.

N.B. Other related responsibilities may be assigned from time to time as may become necessary to the operation of the school.

QUALIFICATIONS

The ability to read and write, understand instructions and to relate to exceptional students. Specific training, deemed essential by the Employer to meet the special needs of the student(s), may also be required.

**Classification Specifications
Part II of the Public Service**

DISTRICT ADMINISTRATIVE SUPPORT - LEVEL 4

0203-261 Revised 03-03

**Classification Specifications
Part II of the Public Service
DEFINITION**

This level covers advanced administrative services work in a school district office as well as some supervisory responsibilities. The incumbent is responsible for the analysis of reports and maintaining various controls. Work is performed with considerable independence and a comprehensive knowledge of activities, procedures, methods and techniques is needed to accomplish the necessary operations or processes. Review of work is after the fact. Functions may require recommendations for solution of problems and changes to methods and procedures. There is some latitude in the methods used in the accomplishment of established objectives.

N.B. Other related responsibilities may be assigned from time to time as may become necessary to the operation of the district office.

QUALIFICATIONS

Graduation from high school supplemented by postsecondary training, typically a one-year program in a related field, and a minimum of five years' related work experience; including some supervisory experience; or any equivalent combination of training and experience.