



Idanr • Learning Disabilities Association of Niagara Region

The right to learn, the power to achieve

Sunshine, Learning, Achievement & More (S.L.A.M.) One-On-One Program Instructor Position Description

- Purpose:** The position of Sunshine, Learning Achievement & More (S.L.A.M.) One-On-One Program Instructor supports the Learning Disabilities Association of Niagara Region's summer program for children and youth (ages 6 -10) with learning difficulties and/or AD(H)D. This program is designed to motivate and help children gain confidence and academic success in reading and writing as well as make social skills gains. Children spend half the day on engaging, hands-on literacy and social skills activities and the remaining half on recreational activities, sports and crafts. It is also designed to help volunteers gain knowledge and experience in working with children who experience difficulties learning essential academic and social skills. Therefore this position is responsible for assisting in the coordination, safety, delivery, evaluation and supervision of the S.L.A.M. Summer Program.
- Job Title:** S.L.A.M. One-On-One Program Instructor
- Location:** St. Catharines - (positions available: 2)
Niagara Falls/Welland - (positions available: 2)
- Key Responsibilities:** The S.L.A.M. One-On-One Program Instructor:
- Designs, implements, and delivers the one-on-one component supporting participant's literacy skills;
 - **Conducts informal literacy assessments** with each child every Monday and Friday and tracks progress;
 - Works one-on-one with each child daily by teaching participants **one-on-one explicit literacy and writing strategies** using various resources to help participants make progress;
 - Teaches participants explicit social skills strategies using various resources that will provide them with positive self-esteem and self-confidence, which in turn will enable the participants to make and keep friends;
 - Provides regular constructive feedback to the children about their progress and achievements;
 - Communicates regularly with participants and parents to monitor progress;
 - Agrees not to disclose information pertaining to the employer and/or participants which may be of a proprietary or confidential nature or which may be damaging to the Association;
 - Answers questions and concerns of parents/guardians;
 - Is the liaison between the LDANR staff and parents & volunteers;
 - Assists with moving program site as required.
- Reports to:** Program Coordinator
- Length of Appointment:** Seeking **two** S.L.A.M. One-On-One Instructors to serve **7-weeks in St. Catharines**, in

addition to the planning stages prior to the beginning of programming:

- July 3 - 6, 2018
- July 9 - 13, 2018
- July 16 - 20, 2018
- July 23 - 27, 2018
- July 30 - August 3, 2018
- August 13 - 17, 2018
- August 20 - 24, 2018

Seeking **two** S.L.A.M. One-On-One instructors to serve **6-weeks in Niagara Falls and Welland** in addition to the planning stages prior to the beginning of programming:

Niagara Falls:

- July 9 - 13, 2018
- July 16 - 20, 2018
- July 23 - 27, 2018

Welland:

- July 30 - August 3, 2018
- August 13 - 17, 2018
- August 20 - 24, 2018

Time Commitment: The S.L.A.M. One-On-One Program Instructor positions will serve for 7-weeks of programming in St. Catharines OR 6 weeks in Niagara Falls *and* Welland and require a minimum of 40 hours per week, working from 8:30am until 5:00pm from Monday to Friday of the Summer Program. In addition, the One-On-One Program Instructor must attend the planning stages and orientation/training prior to program beginning. The program is during the months of July and August 2017.

Mandatory Activities:

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- Attending coordination/planning meetings with the Program Coordinator, Program Instructors and Program Volunteers as necessary;
- Attending training sessions;
- Responsible for transportation to and from program locations;
- Must fill out time sheets;
- Reporting to Program Coordinator;
- Filling out Incident/Accident forms when necessary;
- Taking initiative when assisting staff and interacting with participants.

Qualifications:

Eligible candidates for the S.L.A.M. One-On-One Program Instructor Position include individuals who have **earned or are in the process of earning a post-secondary degree and have experience in a related field** and have passed a criminal check. Other qualifications may include:

- First Aid/CPR (mandatory)
- **Driver's license & vehicle**

Skills/Knowledge: Participants should demonstrate:

- Previous knowledge and experience working with individuals with learning disabilities and ADHD
- Experience working one-on-one with children on literacy skills
- Experience assessing children's skills, designing individual programming and tracking progress
- Experience communicating with parents on children's progress
- Experience supporting children and their needs
- Ability to work independently and as part of a team
- Must be **reliable**, organized, assertive, responsible and professional
- Ability to meet deadlines within a specified timeframe

Benefits:

Will develop skills related to the association

- Understanding the functions and roles of LDANR
- Identifying and utilizing community resources
- Gaining understanding of the issues and needs of the client
- Increased knowledge of Learning Disabilities and AD(H)D

Hourly Rate

\$16/hour

Support Provided:

Training for this position will take place the week of June 25, 2018. In addition, the Program Coordinator is available on an ongoing basis to answer questions and provide assistance as needed. The One-On-One Program Instructor will have full access to our resource library/center for resources, tools, games, and books that would be useful for the program.

All applicants are thanked for their interest. Only those selected for an interview will be contacted.

Please send a cover letter and resume (***please indicate location of interest***) by

4:30pm on March 12, 2018 to:

Brittani Ali

Program Coordinator

Learning Disabilities Association of Niagara Region

366 St. Paul Street, St. Catharines, ON L2R 3N2

Email: programsLdan@cogeco.net **Fax:** 905-641-2336

Learning Disabilities Association of Niagara Region is committed to our Accessibility and Accommodation policy. We welcome and encourage applications from individuals with disabilities. Candidates taking part in all aspects of the recruitment and selection process are encouraged to communicate needs for accommodation and we will partner with you to meet those needs.