



School District 72 operates throughout a large geographic area. Campbell River and Quadra Island schools and our school board office are located on the traditional territory of the Liḡwít̓daḡw people. School District 72 also encompasses the traditional territory of the Klahoose (Cortes), K'ómoks (Sayward), and ḡw̓emaḡk̓wu (Bute Inlet) First Nations.

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### SUPPORT STAFF

<b>Position:</b>	Casual Responsible Adult (Inclusive Education)
<b>Posting Number:</b>	SY2627-RA-003
<b>Term of Employment:</b>	On-Call as Required
<b>Hours/Day/FTE:</b>	On-Call, As Required
<b>Wage/Salary:</b>	\$27.03/Hour
<b>Deadline to Apply:</b>	4:00pm on July 17, 2026

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### Join Our Team

School District 72 is looking for a **Casual Responsible Adult** to join our team of professionals who strive to bring the district's learning beliefs to life.

School District 72 (Campbell River) is located on the east coast of central Vancouver Island, extending north to Sayward and south to Oyster River. The district also includes the outer islands of Read, Cortes, and Quadra. The district serves over 5,600 students in 18 schools with a diverse range of programs that are progressive and responsive to the educational needs and interests of students.

The district respects and values the relationships with all First Nations, Métis, and Inuit peoples who reside in these territories. It is with respectful consideration that the programs and services provided to students and staff acknowledge their histories, cultural contributions, and contemporary concerns.

### About the Role

The Responsible Adult (RA) reports to the school administrator and the Director of Inclusive Education. The role of RA is to work in collaboration with the student support team and will provide general care, supervision and assistance to students, some with diverse needs.

**Casual Responsible Adults are employed on an on-call basis while school is in session. Casual Responsible Adults may be called out to any worksite, Monday to Friday, as needed.**

### Specific Responsibilities:

- Provides general supervision to students on school property in and out of the classrooms, before and after school, during recess, lunch supervision, and on occasion during school fieldtrips.
- Provides support in the classroom to students with special needs one-on-one and/or in small groups.
- Develops relationships with students; provides encouragement, advice, and assistance regarding life skills, direction, and preparation.
- Facilitates and encourages positive social interactions with students, staff, and in the community.
- Assists students with activities to promote their physical, mental, and social well-being.
- Supports student transition at the start and end of the school day.
- Maintains healthy and safe work practices in accordance with the School District Guidelines.
- Protects and respects the confidentiality of student information.

- Participates in staff meetings as requested.
- Performs other duties as assigned by the principal or designate.

### **Bring your Expertise**

- Grade 12 diploma plus completion of Responsible Adult Course, or the completion of a course, or a combination of courses, of at least 20 hours duration in child development, guidance, health and safety, or nutrition.
- A valid Level 1 First Aid Certificate is an asset.
- A minimum of 1 year of recent experience working with youth and children or an equivalent combination of training and experience working with children or youth.
- Demonstrated evidence of strong communication skills (verbal, written and electronic formats) using tact, discretion, and diplomacy, while maintaining confidentiality in matters related to the school district.
- Ability to work collaboratively as part of a team with colleagues, parents, and children.
- Ability to use judgement to select appropriate courses of action within the limits of established methods and procedures.
- Ability to effectively interact and establish positive rapport with students.
- Strong problem-solving and organizational skills with the ability to work with minimal supervision.
- Ability to work proactively and in a self-directed manner to foster an atmosphere of trust and respect for and from students.
- Working knowledge of the district child abuse protocol and reporting procedures.
- Ability to be flexible and adaptable.
- Demonstrated willingness to participate in professional development as provided by the district.
- Computer literacy with the willingness to learn technology assists or working knowledge of reading and writing software programs (Microsoft 365).

### **Contribute to Our Success**

The Campbell River School District proudly developed a strategic plan for 2024-2028 that prioritized the following:

- Honour Indigenous World Views and Perspectives
- Student-Centred Learning Environments
- Evolving for Tomorrow

The following commitments are essential to all positions within the Campbell River School District:

- Commitment and adherence to workplace policies, procedures & practices.
- Commitment to standards of conduct, including behaving in a manner that is: respectful, professional, team-oriented, collegial, collaborative, ethical, honest, and trustworthy.
- Commitment to understand and implement the Truth and Reconciliation Calls to Action and the Declaration on the Rights of Indigenous Peoples Act.

### **Join Our Community**

Campbell River is a scenic, oceanfront community framed by extensive waterfront, west coast forests and snow-capped mountains. The area is renowned for its natural beauty and recreational opportunities such as skiing, kayaking, fishing, mountain biking, hiking, golf, and endless opportunities to experience nature. The moderate climate allows residents to participate in numerous outdoor activities on a year-round basis.

## **Experience the Benefits of SD72**

- Professional development and growth opportunities.
- The opportunity to grow your career in a small district.
- Progressive leadership team.
- Positive collegial culture with a great sense of community.

Employees are eligible for extended health and dental benefits, life insurance, and participation in a pension program as outlined in the Canadian Union of Public Employees (CUPE), Local 723 along with competitive vacation and sick day entitlements.

## **Employment Equity**

We value diversity of people to best represent the students and communities we serve as an equitable and inclusive employer. We welcome applications from all backgrounds, demographics and life experiences.

School District 72 is also committed to creating and maintaining an accessible work environment for all members of its workforce. Within this hiring process we will make efforts to create an accessible process for all applicants (including but not limited to people with disabilities). Confidential accommodation is available on request.

## **How to Apply**

Please submit applications through the [School District 72 Job Connect Portal](#). We thank all applicants for their interest and advise that only those candidates selected for an interview will be contacted. The successful candidate will be required to complete a criminal record check.

Please ensure your application includes a cover letter stating the posting number, an updated resume and references, including most recent supervisor(s).