Learning Assistant – 0.78 FTE - Probationary
South Middle School Campus

Located in Calgary, Foundations for the Future Charter Academy (FFCA) is the largest public charter school in Alberta, serving over 4000 students in eight campuses throughout the city. We offer educational programming through a distinctive Direct Instruction Teaching and Learning Framework (DITLF) that has been refined and developed within the Alberta context for students from Kindergarten to Grade 12. Our mission is to provide a safe and caring environment where the four pillars of our charter, namely academic excellence, character development, parental involvement and staff leadership are valued and fostered.

A Learning Assistant is required for a probationary position at the South Middle School Campus beginning October 5, 2026.

The Learning Assistant will work under the direction of the Principal, providing instructional support, teacher support and student support as requested by the teacher and administration.

Responsibilities

To include but not limited to:

Instructional Support

a. Providing instructional support under teacher's guidance
b. Tracking and reporting student progress
c. Diagnostic testing for reporting purposes
d. Preparing instructional materials

Teacher Support

a. Marking and recording students' work
b. Communicating regularly with classroom teachers on student related instructional issues

Student Support

a. Reviewing of grade appropriate curricular material with students as assigned by the teacher
b. Providing additional support to those students as indicated by the teacher(s)

Other related duties as assigned

Qualifications

Certification from or enrollment in a recognized Teacher Assistant Program is required. Preference will be given to candidates with experience and candidates who demonstrate the following qualities:

- A supportive and caring manner with children and a belief that all students can learn.
- A commitment to using instructional technologies to develop his/her own and students' proficiencies;
- The ability to provide an inviting and secure online learning environment for students – one with clear expectations, and specific, articulated learning goals;
- Demonstrates initiative and is solution-oriented.
- Willingness to be a leader and to contribute in a positive manner to the entire school community.
- Enjoys the challenge of working in a multi-cultural environment.
- A belief in continuous learning and a desire to continuously improve.

Closing date for applications: This position will remain open until filled.

Application Details:

Interested candidates are asked to e-mail a cover letter, resume and 2 references to chloe.graveline@ffca-calgary.com.

A current police information check and first aid certificate is required.

While all applicants are thanked for their interest, only those selected for the interview process will be contacted.