



# ST. JAMES-ASSINIBOIA SCHOOL DIVISION

## CASUAL NON TEACHING VACANCY

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**INSTRUCTIONS:** Application forms are available on the School Division website at [www.sjasd.ca](http://www.sjasd.ca). A separate email/ application is to be emailed to [cupepostings@sjasd.ca](mailto:cupepostings@sjasd.ca) for each job vacancy you wish to apply for.

NOTE: Applicants should consider the position filled if they have not been contacted within 10 days from the closing date shown on the posting.

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**Employee Group:** Casual

**Application Deadline:** Open Until Filled

**Location:** St. James-Assiniboia Schools

**Classification:** Casual Cycling Instructor

**Wage or Salary:** \$23.06 per hour

**Hours of Work:** Monday to Friday (exact hours to be determined)

**Start Date:** ASAP

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### DUTIES:

Providing bike safety and cycling lessons. Assessing confidence and cycling ability of students. Supervising group cycling road trips.

### QUALIFICATIONS:

- Current Standard First Aid and CPR C certification or Aquatic Emergency Care.
- Ability to work effectively with students experiencing significant learning, behavioral, social and/or physical difficulties.
- Ability to communicate both verbally and in writing with all levels of staff, students, and the public.
- Ability to handle highly confidential information.
- Working conditions will include being outdoors.
- Training and certification in Bicycle Education and Skills Training will be required and provided by Employer.
- Equivalent combination of education and experience may be acceptable to the Division.

*The St. James-Assiniboia School Division is proud to employ staff who represent the diverse community it serves and is committed to providing an inclusive and barrier free work environment. We value diversity in our workplace; hence, we invite and encourage applications from people that self identify as members of designated groups (Indigenous peoples, persons with disabilities, members of visible minority, and women).*

*If you need to be accommodated during any phase of the hiring process, please contact Human Resources to request special accommodation. All information received relating to accommodation will be kept confidential.*

\*In the subject line of your email, please ensure you put the job posting number, your name and then INTERNAL (if you are a current Division employee) OR EXTERNAL. \*

### How To Apply:

Attention: Human Resources

Email: [mantepostings@sjasd.ca](mailto:mantepostings@sjasd.ca)

August 21, 2025