

**STUDENT ASSISTANT POSTING – WINTER 2012**

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**ACCESS AIDES FOR STUDENTS WITH DISABILITIES****Department: Centre for Students with Disabilities, New Westminster Campus**

To increase/ensure equal academic success for students with disabilities. CSD "Access Aides" perform a variety of tasks related to the achievement of students with disabilities. Tasks performed will further enhance the "Access Aides" own learning (through peer tutoring), and widen their perspective regarding disabilities.

**Qualifications:**

Must be enrolled in, and maintain, a minimum of one or more (3 credit) courses at Douglas College or other accredited public post-secondary institution in British Columbia, throughout the Winter 2012 semester.

International students must be enrolled in full-time studies (a minimum of 9 credits each for the Fall and Winter terms and a minimum of 3 credits for the Summer term) to qualify to work as a Student Assistant. An original copy of a Social Insurance Number (SIN) and an original study/work permit are required by law before commencing work at Douglas College. An international student, who is not a Douglas College student, but is an international student at another public, post-secondary institution in B.C., is eligible to work at Douglas College as a Student Assistant only if s/he has a valid "Off Campus" Work Permit.

Proof of enrolment from the other post secondary institution is required for domestic and international students.

Must have excelled in course work related to the needs of students with disabilities.

Well-developed interpersonal skills and ability to encourage/support students with disabilities.

Good oral and written communication skills.

**Duties:**

TUTORING - Giving clarifying assistance (not instruction) in designated areas of proven expertise.

READER SERVICE - Reading exams (verbally, or on tape); preparation of materials for visually-impaired students: e.g. Braille, and photo-enlarging.

**Salary:** \$10.87/hour

**Hours:** Up to a maximum of 15 hours/week.

**Work term:** January 4 – April 24, 2012.

**Deadline date to apply:** Position open until filled.

Please apply by e-mail to [studentemployment@douglas.bc.ca](mailto:studentemployment@douglas.bc.ca)

**Please submit your resume as an MS Word or PDF file attachment, including your Douglas College student number or indicating enrolment at another post secondary institution.**

IMPORTANT NOTE: Before commencing work at Douglas College, successful applicants will be required to meet with Human Resources for an orientation session. At this meeting, applicants will be required to bring a void cheque and Social Insurance Number card.