

Westmount Charter School

Teaching & Learning Assistant – Elementary Campus

Full-time, 1.0 FTE, probationary position (2026-2027 school year, October 13, 2026, or a mutually agreed start date – June 29, 2027)

Closing Deadline – when a suitable candidate is hired

INTERNAL/EXTERNAL POSTING

Competition #20260924-01

Westmount Charter School is presently recruiting for a full-time, 1.0 FTE Teaching & Learning Assistant. The position requires working on school operational days. The probationary contract will be in effect for the 2026-2027 school year, October 13, 2026 (or a mutually agreed start date) – June 29, 2027. The successful candidate will be eligible to work in Canada. All applicants must have, at minimum, a High School Diploma and three (3) or more years of related experience working with students with complexities including autism spectrum disorder. Completion of an Educational Assistant program would be a definite asset, as would training in non-violent crisis intervention and recent first aid training. Training and/or experience working with gifted students is also an asset, and experience in an elementary setting is preferred. Employment is conditional on receiving a current, valid, and clear police information check, including a vulnerable sector check.

Suitably qualified teachers are asked to provide an application letter and a copy of their resume, including the names of two professional references. Incomplete applications or applications submitted after the closing date and time, if applicable, will not be considered.

Please forward all documents in confidence to the human resources office by the closing date and time noted. Please be sure to reference the competition number in your application.

Westmount Charter School
728 – 32 Street NW
Calgary, Alberta
T2N 2V9
Attention: Ms. Maria Bernardin
Human Resources Director
Email: humanresources@westmountcharter.com

No telephone inquiries. Thank you for your interest in Westmount Charter School; however, we will contact only those selected for an interview.

Westmount Charter School is an equal opportunity employer and is committed to providing a safe and caring environment that respects diversity, strives for equity among our students and staff, and creates an atmosphere of inclusion, generating and fostering a sense of belonging among our community members. All individuals within the school authority have the right to learn and work in settings that promote equity of opportunity, dignity, and respect regardless of race, age, ancestry, place of origin, colour, religious beliefs, gender, gender identity, gender expression, physical or mental disability, marital status, family status, socioeconomic status, and sexual orientation.