



## **EMPLOYMENT OPPORTUNITY**

**POSITION:** Bus Monitors  
**LOCATION:** Wiikwemkoong Board of Education  
**SALARY:** \$19.26/hr. (4 hr./day)  
**START DATE:** Immediately

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The role of the School Bus Monitor is to assist children with getting on and off the bus safely. They must also ensure that children are in their assigned seats, if applicable. They must make sure that children get off the bus at the correct stops and that they are being released to appropriate guardians at designated stops.

### **RESPONSIBILITIES:**

- Assist students with safely boarding and exiting the bus.
- Ensure students remain seated & follow established bus safety rules while the bus is in motion.
- Support the bus driver in maintaining appropriate student behavior and reporting incidents.
- Be familiar with loading and unloading students, including providing appropriate support to students with special needs in accordance with direction from WBE staff.
- Perform a child check at the completion of each bus route to ensure no students remain on the bus.
- Assist the bus driver with basic interior cleaning of the bus when required.
- Communicate respectfully and professionally with students, parents, bus drivers, and WBE staff.
- Perform other transportation-related duties as assigned by the Transportation Supervisor.

### **QUALIFICATIONS:**

- Knowledge and appreciation of Anishinaabe culture, traditions, language and history.
- Ability to follow written and verbal instructions and apply basic principles of early childhood development.
- Strong communication and interpersonal skills.
- Current First Aid and CPR certification is an asset or willingness to obtain.
- Ability to work split shifts (morning and afternoon routes).

**CLOSING DATE:** **April 7, 2026 @ 2:00 p.m.**

Interested applicants are invited to submit a cover letter, resume, and three current work-related references. A current Criminal Reference Check with Vulnerable Sector screening upon offer of employment.

**DIRECT APPLICATIONS TO:** Angela Shawanda, Recruitment and Retention Coordinator  
Wiikwemkoong Board of Education  
34 Henry Street  
Wikwemikong, ON P0P 2J0  
Email: [applications@wbe-education.ca](mailto:applications@wbe-education.ca)  
Tel: 705-859-3834 Fax: 705-859-3787

**Preference will be given to Indigenous applicants. Self-identification is encouraged.**  
**\*Only those selected for an interview will be contacted. \***