

# CAREER TRAINING

## INSTRUCTIONAL ASSISTANT RCSD

Course Dates: August 24 - October 22, 2026



To Qualify: Register online @ [www.rtsc.org](http://www.rtsc.org) by midnight on July 19 and email your resume to [careers@rcsd.ca](mailto:careers@rcsd.ca) by July 20, 2026

Virtual Information Session: July 27, 2026 @ 1:30 pm Invite Only: Only those who submit applications and resumes on time and are selected by RCSD will be invited to the information session. Interviews to follow the same week



### INSTRUCTIONAL ASSISTANT – 8 WEEK COURSE

The Instructional Assistant program will provide learners with the basic fundamental knowledge, practical skills and all certifications needed to gain employment as an IA in Elementary and High Schools within the Regina Catholic School Division. Graduates will have training in assisting classroom teachers to involve all students, including those with diverse and intensive needs, in classroom and school activities. Other training duties include personal care, grooming, communication, food prep and cognitive/emotional care.

### REQUIREMENTS

- Willingness to work and serve in an environment that aligns with the mission and values of the Catholic faith
- A Criminal Record and Vulnerable Sector Check will be required upon acceptance into the course (own expense)
- Must be a Canadian Citizen, Permanent Resident or have an Open Work Permit to apply (Open Work Permit must be shown at the time of the interview)
- Grade 12 diploma or equivalent (transcripts required upon acceptance)
- English Language Requirement
- Valid Class 5 Driver's License recommended
- No student visa/permit applications are allowed

### AREAS OF STUDY

- WHMIS/ First Aid and CPR/TLR Training/ Food Safe
- PART Training
- Employability Skills
- Functional Programming Skills
- Proactive and child centered behavioral management skills
- Organizational, academic, emotional, behavioral supports
- Strategies to interact with students of diverse needs
- De-escalation techniques
- Exceptional Needs Student Education
- Work Placement

