

**1.0 Educational Assistant
Full Time**

About us

Since 1999, Edge School has been committed to making a difference in the lives of our student-athletes. Our mission is to build a culture of personal excellence in academics, athletics and character. In the end, it is about graduating awesome humans.

Located just on the west edge of Calgary, Edge School's 170,000 sq. ft. campus and sports facility is home to approximately 490 Grade 4-12 and postgrad student-athletes enrolled in our basketball, volleyball, dance, fitness, flex, golf, hockey, multi-sport and soccer academies. Edge School's rigorous academic program is complemented by a focus on character development and athletics, designed to develop 'three sphered individuals'. Graduates gain entry to top universities in Canada, the U.S. and abroad, and are part of a network of outstanding alumni, making a difference in their communities around the world.

To learn more about our school, please visit our website at edgeschool.com

Job description – Educational Assistant

Educational Assistants (EAs) assist teachers with many instructional and non-instructional tasks in the classroom and with other school activities. EAs work as members of the student support team, providing instructional support. Under the direction of the teacher, and the Principal, an EA assists the student (or small group of students) in acquiring the skills necessary for advancement in the educational setting. To reach this objective, the EA follows an individually prescribed learning program, through team planning and working one-on-one with students. This involves routine recording, basic charting and logging of observations.

Education and Experience

High School Diploma, Educational Assistant Certificate (or similar) would be an asset, experience as an Educational Assistant in a school setting would be an asset, First Aid certificate would be an asset, related experience working with children.

Compensation

Edge School offers a competitive compensation and benefits package. Salary will be commensurate with skills, education and experience.

To apply

If you would like to join an outstanding school that is focused on building well-rounded individuals and fosters a culture of collegiality and personal excellence, we want to hear from you.

- Please email a cover letter and resume to Attention: Ed Polhill (careers@edgeschool.com) by **August 21st, 2026 at 4:00 p.m.** Please reference the position title ***'Educational Assistant'*** in the subject line of your email.
- By applying for this position, you consent to the collection, use and necessary disclosure of the personal information provided during the application and selection process. All applications will be kept on file for three months.
- Edge School is an equal opportunity employer. While all applications are appreciated, only candidates selected for an interview will be contacted further.