



Temporary Noon Hour Assistant – Central Algoma Secondary School and Central Algoma Intermediate

The Algoma District School Board invites qualified applicants to apply for the position of Temporary Noon Hour Assistant for Central Algoma Secondary School and Central Algoma Intermediate.

The Noon Hour Assistant will support and monitor students during arrival, recess and lunch periods to help ensure student safety.

Summary of Duties

- Observe and monitor students to ensure safety and well-being.
- Ensure safe use of equipment in eating areas and outside.
- Assist with escorting students to washroom breaks if needed.
- Reporting any/all situations involving students to Teachers or the Principal.

Qualifications

- Ontario High School Diploma or equivalent.
- Strong interpersonal and communication skills.
- Ability to understand and follow instructions, and ability to use good judgment.
- Willingness to be flexible and able to work cooperatively with others.
- Availability to work four hours per day, five days per week.

Rate of Pay

\$23.54/hour to \$25.21/hour

Location and Hours of Work

Central Algoma Secondary School. Monday to Friday from 8:15 a.m. to 9:15 a.m. and 11:50 a.m. to 1:20 p.m.
Central Algoma Intermediate. Monday to Friday from 9:50 a.m. to 10:50 a.m. and 11:20 a.m. to 11:50 a.m.

Please forward an electronic resume by 12:00PM on **Wednesday, April 22nd, 2026**, to:

Dan Swystun
Acting Manager of Human Resources
swystud2@adsb.on.ca

Only those applicants short-listed will be contacted.

A shortlisting of applicants for consideration will be completed employing the Algoma District School Board [Hiring Policy](#). Should there be a need for interviews, only shortlisted candidates will be contacted. Accommodations through the recruitment and selection process are available upon request. The successful candidate, as a condition of employment, will be required to provide a current vulnerable sector check, which is acceptable to the Board.

The Algoma District School Board is committed to an equitable education system that upholds and reflects the principles of fair and inclusive education. Additional information about specific programs, and the Vision, Mission, Values and Priorities of the Algoma District School Board can be found at www.adsb.on.ca.

Lucia Reece
Director of Education

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Elaine Johnston
Chair