

Medicine Hat Catholic Board of Education



Competition #353

0.60 FTE School Liaison Counsellor Mother Teresa School and Notre Dame Academy (3 days per week)

Start Date: August 28, 2020

End Date: June 25, 2021

Closing Date: Friday, August 14, 2020 @ 4:00 pm

Medicine Hat Catholic Board of Education is a publicly funded, vibrant part of the public education system in Alberta serving 2600 students in 9 schools with 350 employees. We are dedicated to providing the highest quality Catholic education in faith based classrooms in partnership with *Family, Church and Community*.

Job Summary: The School Liaison Counsellor is responsible for providing support through collaboration with students, school personnel, and parents of the Medicine Hat Catholic Board of Education. This position takes direction and reports to the Associate Superintendent of Learning Services.

Primary Duties will include but are not limited to:

- Supports and collaborates with students, school personnel, and parents to determine student needs within the school and to identify programs that may fit within the curriculum, as well as pro-active school-wide initiatives to promote student personal and social development.
- Provides personal counseling to students who are experiencing difficulties in school based concerns, emotional concerns, family concerns, etc.
- Advocates for students and families to access referrals to other agencies, community resources, and services.
- Works within the classroom with teachers to provide a lens through which social and emotional needs are met.
- Provides crisis management which includes responding to tragic events, performing crisis counseling, administering suicide risk assessments, and participating in threat/risk assessments.

Qualifications and Skills:

- Bachelor or Master's Degree in Social Work, Psychology, or Psychiatric Nursing or other related degree
- Good organizational, interpersonal and communication skills
- A current Criminal Records Check and Alberta Child Services Record Intervention Check will be required
- Knowledge and skills in use of MS Office, Google Classroom/Docs/Drive, Gmail.

As part of a commitment to Catholic education for the students of the Medicine Hat Catholic Board of Education, and as a condition of employment, an individual taking employment within the Division, will undertake to follow, both in and out of your employment with the Division, a lifestyle and deportment in harmony with Catholic Church practices and beliefs which include, among other things, living in harmony with the principles of the Gospel and teachings of the Catholic Church.

For more information, please contact: Mr. Hugh Lehr, Associate Superintendent Learning Services at (403) 502-8361.

Please indicate interest by forwarding a current resume, cover letter and Division Support Staff application form to:

Human Resources
Medicine Hat Catholic Board of Education
1251 - 1st Avenue SW, Medicine Hat, Alberta T1A 8B4
E-mail: resumes@mhcbce.ab.ca

Cover letters must include reference to the Competition #. Support Staff Application forms can be picked up at the board office or found on line under Employment at www.mhcbce.ab.ca. For more information, contact Human Resources at 403.502.8366.

We thank all those that apply. Only those selected for an interview will be contacted.
Great Schools – Fantastic Staff – Exceptional Programming