



## External Support Staff Vacancy

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### Youth and Family Counsellor

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|------------------------|---|-----------------------------------|--------------------------------|
| <b>Posting #:</b>      | C1920/134   | <b>Location:</b>                  | Children's' Development Centre |
| <b>Hours per week:</b> | 35 hours  | <b>Status:</b>                    | Temporary                      |
| <b>Start Date:</b>     | ASAP  | <b>End Date:</b>                  | December 20, 2019              |
| <b>Pay Rate:</b>       | \$39,710.25 per year  | <b>Deadline for applications:</b> | September 15, 2019 4:00 pm     |
| <b>Schedule:</b>       | 8:00am- 3:30pm Monday-Friday (Includes 1/2 hour unpaid lunch) - 10 months per year while regular classes are in session |                                   |                                |

### District Overview

Driven by our desire to help students thrive in their academic and personal lives, the Saanich School District provides quality educational programs and a safe and nurturing learning environment for the over 7,000 culturally diverse students within its 18 schools. Serving the Saanich Peninsula located just north of Victoria, BC, the district has one of the highest graduation rates in the province and a student body that consistently scores well on annual assessment tests, thanks in large part to the dedication and efforts of our 900 teaching and support staff.

### Job Description

Under the direction of the School Administrator and working as part of the School Based Team, provides assessment, case planning, and intervention for students at risk or experiencing severe social, emotional behavioural, mental, and/or developmental disorders and/or difficulties. Acts in a non-teaching capacity as a consultant to staff, students, parents, the school district and members of community agencies. Works in a variety of settings including school, client family home or appropriate community location.

### DUTIES

- Designs, implements, and monitors interventions and provides counselling to students and their families (may be individual, family and/or group counselling for identified students)
- Recognizes the legislated responsibilities that are required in the capacity of a Youth and Family Counsellor
- Assesses student's family, school, and community functioning and determines how it affects the student and vice versa
- Responds to emergent issues and concerns by assessing the situation, identifying the most appropriate response and recommending resources and assistance where necessary
- Intervenes in crisis situations, determines, develops and implements appropriate management strategies
- Develops and facilitates workshops, lectures and/or presentations for students, staff and/or parents
- Determines working relationships with school staff, community agencies, and appropriate ministries based on individual student needs
- Establishes regular communication with families and/or guardians

- Establishes direct lines of communication and maintains effective liaison with community agencies, including MCF, Probation and Police Services, Mental Health and community based youth serving organizations
- Consults and liaises with school, family and community resources as determined in collaboration with the School Based Team (school based team meetings may be initiated by the Youth and Family Counsellor)
- Acts as a consultant/team member to school and community based committees/teams (i.e. staff meetings, Student Reviews, IEP reviews, case management updates, critical incident teams, risk assessment, intake, forensic, and probation conferences)
- Acts as a referral source to and for the school, family and/or community services
- Prepares written reports, forms, documents and reports as needed

\* *Performs other assigned duties which are within the area of knowledge and skills required by the job description*

## **QUALIFICATIONS**

- Relevant Bachelor's degree (e.g. Bachelor of Arts degree in Child and Youth Care or Social Work, Master's in Counselling or Psychology)
- Three years' experience in school or community environment
- Basic knowledge of psychiatric and developmental disorders affecting children and adolescents
- Knowledge and ability to counsel students and/or families individually and in groups (small or large)
- Knowledge and ability to respond to multicultural and ethnic sensitivities
- Strong verbal and written communication skills
- Ability to gather and assess information from a variety of sources
- Ability to assess a situation and determine appropriate action
- Ability to organize and participate in activities with students
- Demonstrated ability to work both independently and as a team member
- Valid B.C. Class 5 Driver's license

\* *Or an equivalent combination of training and experience*

## **DESIRABLE SKILLS**

- Sound knowledge of current community and agency resources
- Familiarity with School Act, Community Services Act, and United Nations Convention on the Rights of the Child
- Working knowledge of the medications prescribed to identified students

## **To Apply**

To apply please send your application to [hr\\_cupe@saanichschools.ca](mailto:hr_cupe@saanichschools.ca). We thank all applicants for their interest, however, only shortlisted applicants will be contacted.