

## **Student Support Counsellor**

### **Authority**

The Student Support Counsellor reports directly to Principal.

### **Purpose**

The Student Support Counsellor provides individual counselling, advocacy and support to students in areas of personal counselling, crisis intervention and prevention, behaviour management, and after-care support. The incumbent provides support to teachers, families and communities in pursuing student excellence in personal, social development in and out of the classroom. The Student Support Counsellor participates in students, school and community extra-curricular activities, maintains informational and confidential case notes, networks with existing partners relating to building foundations for the students, families, teachers and counsellors.

### **Specific Responsibilities**

- Counsels students one to one and in group settings
- Provides crisis intervention and prevention supports, including follow-up and after-care
- Develops social and other relevant programs to support the needs of the student, classroom, school, and community through consultation with community members, administration, teachers, parents and Consultants/Specialists
- Conducts behavioural assessments in collaboration with at-risk teams and attends team meetings to review and discuss assessment results in order to identify the appropriate supports for the student
- Consults with school administrators, teachers, school support staff and parents on an on-going basis acting as an integral part of the school-support-team
- Identifies the needs for materials, resources and equipment for the school
- Liaises and coordinates with external agencies related to materials and resources, as appropriate
- Maintains current and accurate records relating to student growth and development

### **Qualifications**

#### **Education & Experience**

- Bachelor of Social Work Degree;
- Three years' experience in the social work field in an educational environment, preferred;
- Counseling at-risk students and working in crisis and intervention situations with children and families;
- Experience working with external agencies in communities;

## Personal

- Excellent oral and written communication skills;
- Strong time management and organizational skills and the ability to work under pressure;
- Ability to handle and prioritize multiple tasks and meet all deadlines;
- Professional behaviors that personify strong work ethics;
- Ability to work independently and cooperatively in an interdisciplinary team of professionals;
- Ability to speak a First Nations Languages would be an asset;
- Excellent interpersonal and cross-cultural skills to work in a First Nations environment;
- Satisfactory Criminal Record Check & Child Abuse Registry Checks.

Interested applicants are invited to submit their resume and cover letter (please state position title applying for), along with (3) professional reference listings (including a most recent employer reference) to:

**Human Resources**  
**Manitoba First Nations Education Resource Centre Inc.**  
**2-1100 Waverley Street, Winnipeg, Manitoba R3T 3X9**  
**Email: [hr@mfnerc.com](mailto:hr@mfnerc.com) | Fax: 204.942.2490**

**Closing Date: Open Until Filled**

Incomplete applications will not be considered. No phone calls will be accepted. Only those selected for an interview will be contacted.

**Please visit our website at [www.mfnerc.com](http://www.mfnerc.com)**