



INVITES APPLICATIONS FOR THE FOLLOWING POSITION

Position:	School Counsellor
Location:	Duck Bay School
Start Date:	As soon as possible
Hours/Days/Months:	18.125 hours/week, 10 months/year
Term of Employment:	Permanent
Salary:	\$19.34/hour to \$32.46/hour (dependent upon education)
Unionized/Non-Unionized:	Non-Unionized
Application Deadline:	Open Until Filled

Under the general direction of the Principal and receiving support from the Student Services team, the Counsellor provides resources and supports to students for personal and career development. The Counsellor provides individual and/or group counselling and classroom presentations as required and collaborates with community agencies and school staff to develop long-term strategies and programs to identify needs for student development. Some weekend or evening work may be required.

QUALIFICATIONS

- Grade 12 and enrollment in or completion of the Applied Counselling Certification program (**Salary is pro-rated and determined by the number of courses completed in the program**)
- Knowledge of current Child Protection legislation
- Thorough knowledge of community supports and resources
- Excellent written, verbal and interpersonal skills
- Excellent time management and leadership skills
- Knowledge and experience in suicide intervention, self-injury, conflict resolution and grief counselling
- Sound knowledge of the Manitoba High School curriculum & Post-Secondary requirements
- Previous experience in crisis intervention situations and working with children and youth with mental health issues
- Previous experience in a school setting.

Applications must include a cover letter, current resume and a list of three professional references including contact numbers. Consent to contact references is also required.

*Thank you for your interest; however, only applicants selected for an interview will be contacted.
By applying, you consent to the Division contacting your references. As a condition of employment, the successful candidate will be required to submit a clear Criminal Record Check (including Vulnerable Sector Check) and Child Abuse Registry Check, at their own expense. Further information is available at www.fsdnet.ca*

Reasonable accommodations are available for persons with disabilities on request.

Forward application package to:
Christine Duncan, Principal
Duck Bay School
Box 123, Duck Bay, MB R0L 0N0
Fax: (204) 524-2267
Email: Christine.Duncan@fsdnet.ca
Posting Date: May 23 ,2025

