

SWAN VALLEY SCHOOL DIVISION

invites applications for a

Elementary/Middle Years Home School Liaison

Posting #	DO009	FTE/Hours:	6.0 hours per day
Posting Date:	08Jul 2025	Location:	SVSD Elementary/Middle Schools
Posting Close Date:	Open until filled	Start Date:	4 Sept 2025
Permanent/Term:	Term	End Date:	29 June 2026

CONDITIONS OF EMPLOYMENT

- Must be legally entitled to work in Canada.
- Completed Criminal Record Check, including the Vulnerable Sector and Child Abuse Registry Check
- Possess a valid driver's license and have use of a car

QUALIFICATIONS

Essential:

- Effective verbal and written communication.
- Empathy and patience in addressing the diverse needs of our students and families.
- Manage multiple tasks such as home visits, collaborating with our First Nation Partners, and organizing events.
- Identify issues and find effective solutions for student success.
- Ability to work independently and as a team member of both the school staff and division staff
- Ability to build a trusting relationship with students, teachers, and parents

Desired:

- Work with smaller groups of students for remedial teaching or reinforcing the learning process
- Demonstrate passion to help students excel.
- Demonstrate ability to support students socially, emotionally, and academically.
- Aware of and sensitive to cultural differences.
- Respect for diversity, strong interpersonal skills, and an inquiry-based mindset.
- Commitment to the Calls to Action.



Applications must quote the posting number and be received no later than noon on the deadline date shown above. The application package must include a cover letter and a comprehensive resume, including three references addressed to: Patti Hack, Student Services Achievement Coordinator. Submit the application package in PDF format to hr@svsd.ca.

The Swan Valley School Division thanks all applicants for their interest. Only those selected for an interview will be contacted. Interview accessibility accommodations are available upon request.

Swan Valley School Division recognizes the importance of building an exemplary public service reflective of the citizens it serves, where diverse abilities, backgrounds, cultures, identities, languages and perspectives drives a high standard of service and innovation. Swan Valley School Division supports equitable employment practices and promotes representation of designated groups (women, Indigenous people, persons with disabilities, visible minorities).