



SWAN VALLEY SCHOOL DIVISION

invites applications for a
Divisional Student Counsellor

Posting #	DO005	FTE/Hours:	1.0 FTE
Posting Date:	30 May 2025	Location:	Division Office
Posting Close Date:	6 Jun 2025	Start Date:	2 Sept 2025
Permanent/Term:	Permanent		

The main responsibility of the Student Counsellor is to ensure that the social and emotional needs of students are being met so that they can achieve academic success. This role requires the individual to be knowledgeable about the mental health needs of children and aware of the available pathways to care. This individual in this position will work across all elementary schools within the Swan Valley School Division.

CONDITIONS OF EMPLOYMENT

- Must be legally entitled to work in Canada.
- Completed Criminal Record Check, including the Vulnerable Sector and Child Abuse Registry Check

DUTIES

- As a caring adult, it is important to provide assistance and support to students who may be vulnerable and presenting with mental health concerns.
- Awareness of and ability to identify red flags for mental health concerns.
- Provide mental health awareness, literacy and capacity development to educators.
- Provide supportive and consultative strategies to assist students with mental health challenges and needs.
- Provide support services for parents, guardians, and school staff.
- Participate as a member of a multi-tiered system of support team and follow up on mental health services and supports.
- Assist school personnel in planning proactive strategies for dealing with high-risk students and create student support networks both within the school and the community, identifying, promoting and linking students to pathways to care.
- Provide, when necessary, a mediating function using Restorative Practices in school/home/community situations involving students.
- Participate in case conferences, join school staff in meetings with parents, and serve as a resource to school teams as required.
- Participate in Tragic Event Response Team (TERT) by supporting students in crisis and offering advice to those staff dealing with the students.
- Maintain case files; prepare case notes and reports as required.

QUALIFICATIONS

- College diploma from a recognized institution in counselling, social work, mental health, or community service is preferred.
- Minimum 2 years experience in counselling or mental health support is required. Experience in counselling or mental health with children and youth is preferred.
- Must have a good understanding of the issues faced by students.
- Good interpersonal, communication and organization skills
- Certification in Play Therapy (Canadian Association of Play Therapy) is preferred.
- The successful candidate must be well-versed in the neurosequential model and be able to support the continuation of the Therapeutic Schools project.



Applications must quote the posting number and be received no later than 9:00 a.m. on the deadline date shown above. The application package must include a cover letter and a comprehensive resume, including three references addressed to: Rob Tomlinson, Superintendent.
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).