

	<h1>Position Description</h1>
	<h2>School Counsellor/Social Worker</h2>

Under the supervision and reporting directly to the Principal, the School Counsellor/Social Worker supports students who display emotional, social, or behavioural needs that affect their academic progress, peer relationships and general school performance. Working closely with administrators, teachers, families/caregivers, and community partners to implement strategies and connect students with appropriate resources. The School Counsellor/Social Worker works as part of a multidisciplinary team fostering a safe, inclusive, and supportive learning environment.

### Qualifications

- Bachelor's or master's degree in social work, counselling, psychology, or a related human services field.
- Holds and maintains professional registration in good standing (RSW, CCC, or R. Psych.) with a recognized regulatory body (Saskatchewan Association of Social Workers, Canadian Certified Counsellor, etc.).
- Completion of Violence Threat Risk Assessment (VTRA) Level 1 and 2 training.
- Experience providing counselling to adolescents in school or youth-focused settings.
- Demonstrated experience in crisis intervention, mental health support, and case management.
- Commitment to ongoing professional learning and development.
- Willing to undergo a criminal record check with vulnerable sector search.

### Preferred Skills

- Strong understanding of adolescent development, mental health, and trauma-informed practices, with the ability to identify needs and connect students to appropriate community resources.
- Ability to manage confidential information with discretion and professionalism.
- Skilled in collaborative teamwork within a multidisciplinary environment.
- Culturally responsive and experienced in supporting diverse student populations.
- Proficient in record keeping, documentation, and use of digital tools related to the position.

### Duties and Responsibilities

- Provide individual and group counselling to support students' emotional, social, and behavioural well-being.
- Respond to mental health crises and coordinate timely interventions and follow-up.
- Develop and implement support plans for students facing complex challenges, in collaboration with families, school staff, and external agencies.
- Collaborate with school staff to support student success and well-being.
- Advocate for students' needs within the school system and assist families in accessing community supports and services.
- Deliver classroom presentations and school-wide initiatives on topics such as mental health, healthy relationships, substance use, and coping strategies.
- Connect students and families with external agencies and services, including mental health professionals, social services, and youth programs.

- Maintain accurate and confidential records of student interactions, referrals, and interventions in accordance with professional and legal standards.
- Engage in ongoing professional development to stay current with best practices in school counselling, social work and youth mental health.
- Adhere to all division administrative procedures, school policies, provincial legislation, and professional ethical guidelines relevant to counselling and social work.