



EMPLOYMENT OPPORTUNITY

Secondary Education Counsellor

Internal/External Posting

Job Reference Number: 2021-EDU-I/E-CONTRACT-19

Work Term: 3-month contract with possibility of extension.

Work Location: Marathon High School **Start date:** ASAP

Posting Date: January 4, 2022

Closing Date: January 14, 2022 **12:00 noon**

Summary:

Under the direction of the Education Director, you will provide educational guidance support and social/mental health referrals to Biigtigong Nishnaabeg students attending high school level programs.

Key duties include:

- Monitoring and assisting with student success and attendance of classes
- Planning of presentations/guest speakers and special activities for students
- Referrals for students to external agencies
- Providing advocacy for student interests and needs
- Facilitating parent engagement with school personnel/programs
- Student retention initiatives
- Data management related to student information
- Guidance for educational endeavors
- On-going communication with parents/caregivers

Qualifications:

- Grade 12 Diploma
- Related Degree or Diploma in Education/Social Work field
- Clear Vulnerable Person Sector Check

Incomplete applications **WILL NOT** be considered & WILL automatically be screened out.

Please forward a cover letter, resume and three professional references by email to

recruitment@picriver.com

-or-

Joni Michano – Human Resources / Payroll Coordinator

Biigtigong Nishnaabeg

P.O. Box 193

Heron Bay, Ontario

POT 1R0

BIIGTIGONG NISHNAABEG