



Employment Opportunity Elementary/Secondary Education Counsellor 1 Full-Time Permanent Position

GENERAL DESCRIPTION:

The Elementary/Secondary Education Counsellor will be responsible for ensuring quality educational services are available to our youth. The Elementary/Secondary Counsellor will encourage parental responsibility, and involvement, while acting as a liaison, when requested, between the families and educational institutions. While preparing information required for financial transactions, you must have prior approval from the Education Manager. The Elementary/Secondary Education Counsellor reports to the Education Manager.

QUALIFICATIONS:

1. Bachelors of Social Work, or Bachelors in Education, with training in counselling, plus two years' counselling experience;
OR, Bachelors of Arts degree, plus 4 years in counselling or classroom or classroom instruction;
OR, a Community College Diploma in counselling, plus six years in counselling or classroom instruction;
2. Knowledge of Ontario Ministry of Education regulations, standards, and requirements; and
3. General knowledge of community services, customs and traditions.

APPLICATION INSTRUCTIONS:

Applications will be accepted until 3:30 p.m. (CST), September 20th, 2019. Applications must include signed cover letter, resume, and three (3) employment related references (two of which must be from a current or recent supervisor), with permission to contact these references.

SUBMIT APPLICATION TO: Amanda French, Human Resources Manager
Couchiching First Nation
RMB 2027, R.R. #2
Fort Frances, Ontario P9A 3M3
Email: cfnhr@vianet.ca
Fax: (807) 274-6458

*All suitable, qualified Couchiching Band members shall be given first preference.
While we appreciate all who apply, only those selected for an interview will be contacted.
All late applications will be returned unopened.*

All incomplete applications will be returned to the applicant.

*CFN welcomes applicants from people with disabilities. A modified space is available upon request for candidates taking part in all aspects of the selection process.
For a complete Job Description, contact Amanda French at 274-8839.*