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Applications are being accepted for the position of:

**CASUAL ON-CALL STUDENT SUPPORT WORKER**

Under the direction of the Administrative Officer or Delegate, works with teachers in support of students.

**DUTIES:**

- Supervises students and delivers special programs to designated students and classes with a focus on student support as part of an interdisciplinary team.
- Builds and maintains relationships and contact with students to promote attendance and success.
- Provides crisis intervention, individual assistance and primary counseling to students with particular academic, emotional or social issues.
- Advocates for students by providing community information and facilitating student referrals.
- Implements, monitors and communicates on group or individual programs to school staff and parents, which may include home visits.
- Provides career and course selection information.
- Develops, implements and/or facilitates programs of life skills for health, parenting, independent living and employment.
- Provides clerical services by maintaining records and ordering supplies as required.
- Maintains working knowledge of current computer technology and demonstrates the use of educational computer resources to students.
- Organizes and leads a life skills food and/or school meals program adhering to school meal guidelines as required.
- Organizes and participates in field trips and other activities
- Transports students in district or district-authorized vehicles as required.
- Operates a personal computer for educational purposes.
- May, on occasion, be required to perform other job-related duties as assigned.

**QUALIFICATIONS:**

- Grade 12 education supplemented by successful completion of a degree with a child and youth care/counselling focus and or equivalent combination of training and recent related experience.
- Experience working with youth in a formal setting for a period up to and including one month.
- Physically capable of performing the job duties.

This is a unionized position. Job description #11 is available at [sd79.bc.ca](http://sd79.bc.ca).

Please forward completed resumes including official transcripts, Grade 12 or equivalent certificate and a covering letter indicating how you believe you meet our qualifications, and three work references with permission to contact. Please submit electronic applications as one PDF.

Applications will be accepted on an ongoing basis until filled and can be dropped off at the School Board Office, emailed or faxed to:

Jen Christenson, Human Resources Executive Assistant  
2557 Beverly Street, Duncan, BC V9L 2X3  
Email: [jchristenson@sd79.bc.ca](mailto:jchristenson@sd79.bc.ca) Ph: 250-748-0321 (ext. 282) Fax: 250-748-6591

Thank you for your interest. Only those selected for an interview will be contacted.