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## INVITES APPLICATIONS FOR THE FOLLOWING POSITION

<b>Position:</b>	<b>Residence Counsellors</b>
Location:	Frontier Collegiate Institute Campus
Start Date:	As soon as possible
Hours/Days/Months:	10 Months/Year, Varied Shifts
Salary:	\$20.34/hour to \$22.74/hour (dependent upon education)
Unionized/Non-Unionized:	Unionized
<b>Application Deadline:</b>	<b>Open Until Filled</b>

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Frontier Collegiate Institute Campus provides a home for approximately 300 students from northern communities while they attend high school. Our students live in a college-style dormitory comprised of eight dorms. The Residence Counsellors are responsible for the creation and maintenance of a nurturing and safe environment for students through daily interaction. We are seeking reliable and energetic people who will be a key individual in providing care, supervision and discipline to students. This is not a clinical counseling position. This position requires shift work rotation (days, evenings, nights, weekends).

The following Residence Counsellor positions are available:

- One (1) full-time permanent position (40 hours/week) (Female)
- One (1) full-time term position to December 21, 2018 or until incumbent returns (40 hours/week) (Female)
- Three (3) full-time permanent positions (40 hours/week) (Male)
- One (1) full-time term position to December 21, 2018 or until incumbent returns (40 hours/week) (Male)
- One (1) part-time permanent position (20 hours/week) (Male or Female)

### DUTIES AND RESPONSIBILITIES

- Conducting regular meetings/discussions with students and parents to inform of expectations, policies and practices
- Providing guidance to students to promote healthy life skills, e.g. nutrition, personal hygiene, daily chores such as room cleaning, refuse collection and disposal, bed-making, fire and safety standards
- Accompanying and supervising students on trips, e.g. shopping, special events, on campus recreational activities and outings
- Providing daily encouragement and support to help students achieve goals
- Maintaining contact with parents/guardians, community education representatives, teachers and student support team to ensure the well-being of students
- Keeping abreast of student progress in school and encourage academic success
- Acting as an advocate for students
- Performs other duties as assigned.

### QUALIFICATIONS

- Post-secondary education in Youth Care, Applied Counseling or related field (or willingness to enroll in program)
- Current CPR and First Aid would be an asset
- Valid Class 4 Manitoba driver's license
- Two years' experience working with youth in a group setting
- Knowledge of supervisory techniques
- Fluency in an Indigenous language would be an asset
- Ability to relate positively with adolescents
- Ability to work independently and as a team member
- Ability to use Microsoft Office, Outlook, and Maplewood.

Applications must include a cover letter, current resume and a list of three professional references including contact numbers, all of whom must have knowledge of the applicant's performance in the applicant's current or recent assignment. Consent to contact references is also required.

*All applicants are thanked for their interest; however, only applicants selected for an interview will be contacted. By applying, you are consenting that the Division may contact your references.*

*The successful candidate will be required to submit a clear Criminal Record Check (including Vulnerable Sector Search) and Child Abuse Registry Check, at their own expense, as a condition of employment. Further information is available at [www.frontiersd.mb.ca](http://www.frontiersd.mb.ca)*

Forward application package to:  
Mr. Keith Coutu, Campus Vice-Principal  
Frontier Collegiate Institute Campus  
Cranberry Portage, MB R0B 0H0  
Fax: (204) 472-3513  
Email: Keith.Coutu@fsdnet.ca

