SAANICH SCHOOLS
SCHOOL DISTRICT 63 (SAANICH)
2125 Keating Cross Road, Saanichton, BC Canada V8M 2A5
Phone: (250) 652-7300 Fax: (250) 652-6421 saanichschools.ca

Job Posting: Posting Detail

Posting: C2627/145 **Description:** Youth & Family Counsellor
Start Date: Oct 13, 2026 **End Date:** Jun 30, 2027
Posting Date: Oct 1, 2026 **Closing Date:** Oct 7, 2026 – 4:00pm

Location	Position	Assignment Type	Hours
Children's Development Centre	Youth & Family Counsellor	Temporary	21

Current Shift: 8:00am- 3:30pm **Monday to Wednesday ONLY**

(Includes 1/2 hour unpaid lunch) 10 months per year

Pay Rate: $21,081.41 **Please note this is the salary for the full school year and will be prorated based on start date*

Location: Position is based out of the Children's Development Centre (CDC) program. Work may take place on-site at CDC, in the community, or at neighborhood schools. Work may be supporting elementary, middle, or secondary school communities.

End Date: June 30, 2027

JOB DESCRIPTION

CLASSIFICATION
School Support Worker

POSITION
Youth and Family Counsellor

SUMMARY

Under the direction of the School Administrator and working as part of the School Based Team, provides assessment, case planning, and intervention for students at risk or experiencing severe social, emotional behavioural, mental, and/or developmental disorders and/or difficulties. Acts in a non-teaching capacity as a consultant to staff, students, parents, the school district and members of community agencies. Works in a variety of settings including school, client family home or appropriate community location.

DUTIES

- Designs, implements, and monitors interventions and provides counselling to students and their families (may be individual, family and/or group counselling for identified students)
- Recognizes the legislated responsibilities that are required in the capacity of a Youth and Family Counsellor
- Assesses student's family, school, and community functioning and determines how it affects the student and vice versa
- Responds to emergent issues and concerns by assessing the situation, identifying the most appropriate response and recommending resources and assistance where necessary
- Intervenes in crisis situations, determines, develops and implements appropriate management strategies
- Develops and facilitates workshops, lectures and/or presentations for students, staff and/or parents
- Determines working relationships with school staff, community agencies, and appropriate ministries based on individual student needs
- Establishes regular communication with families and/or guardians
- Establishes direct lines of communication and maintains effective liaison with community agencies, including MCF, Probation and Police Services, Mental Health and community based youth serving organizations

- Consults and liaises with school, family and community resources as determined in collaboration with the School Based Team (school based team meetings may be initiated by the Youth and Family Counsellor)
- Acts as a consultant/team member to school and community based committees/teams (i.e. staff meetings, Student Reviews, IEP reviews, case management updates, critical incident teams, risk assessment, intake, forensic, and probation conferences)
- Acts as a referral source to and for the school, family and/or community services
- Prepares written reports, forms, documents and reports as needed

* *Performs other assigned duties which are within the area of knowledge and skills required by the job description*

QUALIFICATIONS

- Relevant Bachelor's degree (e.g. Bachelor of Arts degree in Child and Youth Care or Social Work, Master's in Counselling or Psychology)
- Three years' experience in school or community environment
- Basic knowledge of psychiatric and developmental disorders affecting children and adolescents
- Knowledge and ability to counsel students and/or families individually and in groups (small or large)
- Knowledge and ability to respond to multicultural and ethnic sensitivities
- Strong verbal and written communication skills
- Ability to gather and assess information from a variety of sources
- Ability to assess a situation and determine appropriate action
- Ability to organize and participate in activities with students
- Demonstrated ability to work both independently and as a team member
- Valid B.C. Class 5 Driver's license

** Or an equivalent combination of training and experience*

DESIRABLE SKILLS

- Sound knowledge of current community and agency resources
- Familiarity with School Act, Community Services Act, and United Nations Convention on the Rights of the Child
- Working knowledge of the medications prescribed to identified students

DATE

September 2002