



## **EMPLOYMENT OPPORTUNITY**

Position: School Counsellor, Temporary Maternity Leave  
Start Date: February 12, 2018  
School: Rundle Academy  
City: Calgary, Alberta  
Closing Date: December 22, 2017

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Rundle Academy in Calgary, Alberta is an innovative, co-educational independent day school which operates a grade 4-12 program for students with learning disabilities. The school has quickly earned the reputation as being a national leader in the field of differentiation and accommodation for students who learn differently. All students at Rundle Academy have an individual program plan and follow provincial curriculum. The role of the School Counsellor is to provide holistic and proactive services that involve academic support, career & post-secondary guidance, and social/emotional counselling. The School Counsellor's actions must align with the mission, vision, and values that permeate Rundle's culture.

### **Duties and Responsibilities**

- Ensuring skills needed for high school transitions to post-secondary are achieved
- Discussion with students and/or parents regarding high school career planning
- Support the creation and implementation of Individualized Program Plans (IPPs)
- Interpretation of Psychological Educational Assessments
- General counseling services – educational/emotional/behavioral
- Collaboration with external resources and support services
- Instructional/behavioural consultation
- Coordination of learning referrals

### **Qualifications**

- Master's degree in Counselling Psychology, Social Work, or equivalent.
- Member of a professional counselling association.
- Ability to develop, implement, and facilitate workshops, seminars, support/therapy groups.
- Well-developed communication skills and the ability to establish and maintain effective work relations.
- Ideally, will be a teacher certified by Alberta Education.

To apply for this position, please email your resume and two references to the Rundle Academy Principal, Mr. Keith van der Meer, at [vandermeer@rundle.ab.ca](mailto:vandermeer@rundle.ab.ca). We thank you for your interest in Rundle Academy, however, only our short list of candidates will be contacted for an interview.