



Coast Mountains Board of Education School District 82

3211 Kenney Street, Terrace, BC V8G 3E9

Tel. (250) 635-4931 or 1-855-635-4931 - Fax 1-888-330-3467 - www.cmsd.bc.ca

December 6, 2017

GRADUATION SUCCESS ADVISOR – HAZELTON

Applications are invited for the above exempt position to commence January 29, 2018 (negotiable). Hazelton area enrolls approximately 450 students in grades 7-12. Applicants must have or obtain membership in the B.C. College of Teachers and must meet the conditions of the B.C. Criminal Records Review Act.

The successful applicant will:

- work with students in grades 7 to 12
- assist students transitioning into secondary schools
- assist students in a wide variety of subject areas and goal setting
- monitor and coach students on their courses and program for graduation
- demonstrate successful experience working with Indigenous students and families
- hold a strong understanding of available education programs and services including trades and career experience, assisting in post-secondary documentation, scholarship bursary accreditation
- demonstrate an understanding of timetables and scheduling as it relates to building a customized success plan for student
- work to achieve the outcomes defined in the Enhancement Agreement, Framework for Enhancing Student Learning and Local Education Agreement
- work with a range of internal and external stakeholders to ensure academic success for the students
- visit families and students in communities
- demonstrate success working with Indigenous communities and leaders
- create relationships that encourage positive student behaviour
- practice respect for people from all cultures and walks of life

Applicants must have or obtain membership in the BC Ministry of Education Teacher Regulation Branch and must meet the conditions of the *BC Criminal Records Review Act*.

For further information, please contact Katherine McIntosh, Superintendent of Schools at 250-638-4407 or 250-641-4494. Application deadline: January 12, 2018 4:00 p.m.

Please forward your application together with references to:

Director of Human Resources – Graduation Success Advisor - Hazelton Competition
Coast Mountains Board of Education School District 82
3211 Kenney Street
Terrace, B.C. V8G 3E9

Fax: 1-888-330-3467 / Email: hr@cmsd.bc.ca