



**Position:** Assistant Coordinator Mental Health

**Work Location:** Regional Student Services (Education Centre - Newmarket, Centre for Leadership and Learning, 300 Harry Walker Parkway South, Newmarket, ON L3Y 8E2)

**Work Schedule:** 35 hours/week (permanent, 10 months)

**Salary:** \$69,710 - \$100,465

**Application Deadline:** September 28, 2018

Thank you for your interest in the Assistant Coordinator Mental Health at York Region District School Board. In compliance with the Board's policies and procedures, responsible for supporting the work of Assistant Coordinator Mental Health to provide service to YRDSB schools, staff and the YRDSB community.

**MAJOR RESPONSIBILITIES:**

- To maintain an active knowledge of the Mental Health and Well-Being needs of students in the Board and work collaboratively with the Mental Health Lead to plan and implement services to meet these needs in accordance with the Board's Mental Health and Addiction Strategy.
- To work collaboratively with other professionals who are involved in the provision of Mental Health and Well-Being or general educational services to students within the Board (e.g. Social Work, Psychology, Student Success Teachers, etc.).
- To work collaboratively with other Student Services and other YRDSB departments to support system policy, initiatives and priorities (e.g. DAP, Well-Being Strategy , Mental Health Strategy)
- To liaise and collaborate with all Board stakeholders and outside agencies/community services to coordinate the implementation of the student mental health and well-being strategy.
- To oversee, in alignment with Policy #663, implementation of partnership agreements and protocols related to mental health and well-being for schools in conjunction with the MHL, the Chiefs of SW/Psych and

- To manage and track incoming partnership agreement requests, through the partnerships database and ensure all agreements and protocols are up to date.
- To contribute to the development and review of Board policies and procedures specific to Mental Health and Well-Being as assigned by the Superintendent of Student Services, the Principals of Student Services and the Mental Health Lead, as well as support the interpretation of these policies/procedures to staff members.
- To assist with the development, coordination and delivery of various professional learning activities for teachers, support staff, parents and other Board personnel including Social Work and Attendance Services staff, and Psychological Services.
- To carry out other duties as assigned by the Superintendent of Student Services, the Principals of Student Services, and Mental Health Lead.

#### EDUCATION, EXPERIENCE AND QUALIFICATIONS:

- A Masters degree in Social Work, or Psychology is required or equivalent, as approved by the Board.
- A registered member of the Ontario College of Social Workers and Social Service Workers or the College of Psychologists of Ontario in good standing is required.
- A minimum of three years of experience in social work or psychology.
- Specialized knowledge of children's mental health, anti-oppressive practice, evidence based and informed practices in school based mental health service delivery, and The Education Act is required.
- Must possess a valid Ontario Driver's License and have access to own transportation.

#### **Equity, Diversity, and Accommodation:**

The York Region District School Board believes in giving each and every applicant an equal opportunity to succeed on his or her own merit, and we strive to hire staff that reflect and support the diverse perspectives, experiences and needs of our students and our communities. Human Resource Services strives to ensure that all recruiting processes are non-discriminatory and barrier-free and will provide accommodations throughout the recruitment process to applicants with disabilities. If you are selected to participate in our recruitment process, please inform our Recruitment and Retention Team of the nature of any accommodation(s) that you may require. Information received relating to accommodation needs of applicants will be addressed confidentially.

As a condition of employment, successful candidates will be required to submit a current original Police Vulnerable Sector Check, from the police jurisdiction in which they reside prior to commencing employment with the Board. Police Vulnerable Sector Check documents are only valid if issued within the last six months. Candidates are not advised to obtain this document prior to an offer of employment.

On-line applications are collected centrally at the Education Centre - Aurora and are monitored by Human Resource Services. Only candidates selected to participate in our selection process will be contacted. All other applicants are thanked for their interest.

Applications are being accepted electronically via the York Region District School Board website at [www.yrdsb.ca](http://www.yrdsb.ca)