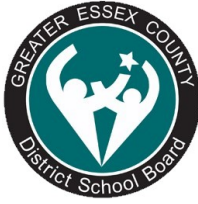


# GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD



Gale Hatfield  
Chairperson of the Board

Vicki Houston  
Director of Education

## Create Your Future Advisor - Temporary

The Greater Essex County District School Board invites applications from qualified and team-oriented individuals for the position of Create Your Future Advisor – 1.0 F.T.E. This is a 35 hour per week assignment and falls within the O.S.S.T.F. – P.S.S.P. Bargaining Unit.

### Job Summary:

**TERM OF THE APPOINTMENT:** January 2025 - June 27, 2025

**DUTIES COMMENCING:** January 7, 2025

**SALARY:** As per the collective agreement.

### Nature & Scope of Position:

- Demonstrate a commitment to and documented success in working to create a fair, inclusive, antiracist environment for all stakeholders, and to supporting diverse constituencies and populations. Working with other individuals on the Equity and school staff at selected secondary and elementary schools to help identify and support racialized students.
- Developing strategies that will assist staff to motivate racialized students to stay in school and experience school success.
- Liaising with parents/guardians, family members and school staff to ensure that identified students have adequate transportation, study time, homework time and regular, punctual attendance at school.
- Relating to participating students on a personal level to help them develop self-respect, internal motivation as well as appropriate decision-making, problem-solving and conflict resolution skills. Motivating, building self-esteem and heightening academic achievement in participating students. Engaging student participants in one-on-one counselling, tutoring, enrichment, group activities, leadership building and/or career mentoring, to develop successful intervention strategies.
- Providing students with time management skills, work ethics, and appropriate behaviour.
- Educating students and staff about relevant diversity issues.
- Engaging students in experiential learning that provides exposure to role models and positive examples of a diversity of careers.
- Encouraging high expectations for all students and facilitating exploration of all pathway options.

- Supporting the Board Achievement Plan and the Board Strategic Priorities.
- Traveling regularly within assigned secondary schools and elementary families of schools. Participating in elementary to secondary transition activities, some of which may occur after regular hours e.g. Grade 8 nights.
- Liaising with Administration (P, VP), Guidance, Student Success (SST), Open Minds Team and Learning Support Staff (LST) of our secondary schools.
- To work with the Black Graduation Coach and under the direction of the Superintendent of Education and be responsible for assisting with the guidance and counselling and human resource development of racialized students in select schools in cooperation with school staff.

### **Qualifications:**

- Fluency both verbal and written in a language in addition to English is preferred.
- Strong interpersonal skills, ability to communicate across cultures in different social settings and superior conflict resolution skills.
- A high degree of enthusiasm, motivation, self-direction and commitment are required in order to achieve the program's goals and objectives.
- Reliable transportation is needed as travel is necessary between school and community locations.

Qualified candidates are invited to apply in writing, giving full particulars as to education, qualifications and experience by visiting [www.applytoeducation.com](http://www.applytoeducation.com) no later than **4:00 p.m., Tuesday November 5, 2024**. Please note there is no fee to apply to this position. You must apply under the actual job posting number: **3853289** (under Management and Professionals). In support of the Board's Indigenous Protocol, applicants of First Nations, Métis and Inuit descent may apply to [fnmicareers@publicboard.ca](mailto:fnmicareers@publicboard.ca). **No other form of submission will be accepted by external candidates.**

Only qualified candidates will be contacted and selected for an interview.

Dr. Clara Howitt, Superintendent of Education  
Greater Essex County District School Board  
451 Park Street West, Box 210  
Windsor, ON N9A 6K1  
**Posting Number: 2024-222**

*The Greater Essex County District School Board actively encourage applications from members of groups with historical and/or current barriers to equity, including, but not limited to:*

- *First Nations, Métis and Inuit peoples, and all other Indigenous peoples;*
- *members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin;*
- *persons with visible and/or invisible (physical and/or mental) disabilities;*
- *persons who identify as women; and*
- *persons of marginalized sexual orientations, gender identities, and gender expressions.*

*We recognize that many of these identities intersect and therefore, equity, diversity and inclusion can be complex. We value and respect the contributions that each person brings to enriching the Board and are committed to ensuring full and equal participation for all in communities that we serve.*

*The Greater Essex County District School Board has an accommodation process in place that provides accommodations for employees and applicants. In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), the GECDSB strives to ensure that all recruiting processes are non-discriminatory and barrier-free. If you require an accommodation based on any Code-protected ground under the Ontario Human Rights Code for your interview, testing, and/or practicum, please advise the Recruitment Team member when contacted for an interview, testing and/or practicum. This will ensure that the appropriate accommodation(s) are in place prior to you attending.*