



**Anglophone North School District
invites applications for the following position:**

**Health Support Services Coordinator
Competition Number #24-488**

Effective 2024-2025 School Year for a 3-year term

Description and Responsibilities:

You will report to the Director of Education Support Services and be responsible for supporting the coordination of services for students with essential and complex health needs. This role requires an understanding of the NB inclusive education system, public health principles within a learning environment, excellent organizational skills, and the ability to work collaboratively with school and district staff, parents, and healthcare providers. The Health Support Services Coordinator will work with care coordination teams to develop and roll out the processes for student health-related supports in school. The successful candidate will have a background in either education, social work, nursing, public health, kinesiology or a related field, and possess strong communication and leadership skills. This position offers the opportunity to make a significant impact on the health and well-being of the school community, fostering a safe and supportive learning and working environment.

As part of this role, the Health Support Services Coordinator:

1. Coordinates with local care coordination teams.
2. Stays current with provincial policies and programs that support student health and safety.
3. Serves as a liaison to community health. The coordinator builds bridges, acts as a facilitator, and has strengths in the areas of collaboration, partnership-building, data collection, and advocating for the health, safety, and wellness of students and staff.
4. Communicates and provides professional learning about student health-related processes to school administration, staff, parents/families, community organizations and students using a variety of tools. The coordinator skillfully engages all these stakeholders to support the connection between health and learning.
5. Coordinates services with service providers regarding health-related service needs.
6. Supports and educates school staff regarding documentation requirements for all student health records.
7. Creates and coordinates training for staff on matters concerning all necessary related policies, health practices and procedures.

The chosen candidate will need to travel within the district to support schools.

Qualifications and Experience:

- A bachelor's degree (nursing, education, social work, kinesiology, or related field) as well as at least three (3) years of related experience.
- Related experience can include working within a public school system, public or community health setting.
- ***An equivalent combination of education, training and experience may be considered.***

Assets:

- Experience working within the public education system.
- Experience working within the public health system.
- Understanding of change management processes.
- Experience working within an integrated service delivery team.

Technical Competencies:

- Ability to Use Technology, Software and Applications
- Planning and Organizing Skills
- Written and Verbal Communication

Salary: This is a Management and Non-Union Position. Pay Band 3 - \$51,506-\$72,176 annually

Work Environment:

- Standard hours of work: Monday - Friday, 8:15-4:30

Application: Please apply before December 19, 2024 @12:00 pm, at the following link: <https://asdn.simplification.com>

Applicants must clearly demonstrate the essential qualifications to be given further consideration. Subject to the response of this competition, education and/or experience requirements may be changed.

Thank you in advance for applying. Only those selected for an interview will be contacted.

We are an Equal Opportunity Employer, and we promote a scent-reduced environment.