



ST. MARY'S ACADEMY
550 Wellington Crescent, Winnipeg MB, R3M 0C1
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www.smamb.ca

ST. MARY'S ACADEMY IS A GRADES 7-12 CATHOLIC GIRLS' SCHOOL IN THE TRADITION OF THE SISTERS OF THE HOLY NAMES OF JESUS AND MARY.

Career Opportunity

Guidance Counsellor, Full Time

Start date: September 2, 2025

Full time until June 30, 2026, with possibility of extension

At St. Mary's Academy, our mission is to nurture young women in spirit, mind and body, so that each student reaches her full potential as an individual created in God's image. Our teachers are part of a consultative, collaborative community of professionals who strive to meet the needs of current learners in an ever-changing world. SMA believes in teaching and learning to increase student engagement; to enhance student skills in critical thinking, communication, creativity and collaboration; we support continuous learning and development of our faculty.

Professional Expectations

Mentor students to become strong and confident with the capacity to meet challenges and be contributing members and leaders in their community

Work in consultation and collaboration with all student support team members to provide an effective and efficient counselling program for all learners

Work in conjunction with clinical support services team members and/or medical professionals

Maintain open lines of communication with families and teachers working in partnership on behalf of the learner

Foster a challenging and engaging learning environment committed to deep understanding and continuous improvement, thus preparing our students for the demands of post-secondary life

Exhibit a commitment to the use of differentiated and innovative instructional practices and tools that enhance deep, relevant and lifelong learning

Be receptive to guidance and support on holistic teaching pedagogy which is consistent with SNJM values and principles

Foster student success in curricular areas, and through co-curricular and extra-curricular involvement

Demonstrate meaningful participation in a professional growth and learning process for both short-term and long-term professional development

Position Overview

- Design and deliver developmentally appropriate activities and services directly and indirectly to students to help develop their mindsets and behaviours and improve their social/emotional well-being
- Remain guided by the professional standards of MSCA and respectful of Catholic faith perspectives
- Assist with the SMA Peer Support student team
- Bachelor of Education with certification at the post-Baccalaureate level in school counselling with a minimum of three years' experience

Core Competencies

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|---------------------------|-------------------------------|-----------------------|
| • Building Rapport | • Listening Skills | • Personal Work Ethic |
| • Student Awareness | • Organizing/Planning Ability | • Faith Foundation |
| • Interpersonal Relations | • Integrity | |

Position Competencies

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| • Attention to Detail | • Knowledge of psychological test assessments and interpretation | • Initiative |
| • Consultative Skills | • Problem Solving/Decision Making | • Leadership Skills |
| • Flexibility/Adaptability | • Technical Knowledge and Proficiency, including O365 | • Oral Communication |
| • Initiative | | • Team Skills |
| • Awareness of diverse student needs | | • Written Skills, accuracy in record keeping |
| • High Energy Level | | |

How to Apply

Interested candidates are asked to email cover letter, résumé and pastor's reference (or an alternative reference) to Administrative Team at smaadmin@smamb.ca. Candidates under consideration will be contacted for an interview upon receipt of their application.

Application Deadline

Thursday, July 3, 2025

We welcome and encourage all inquiries and interest as we are looking for teaching and learning professionals to join the Academy.

Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process.

All applicants are thanked for their interest; those being considered will be contacted.

All applications will be held in confidence.

A community of learning, faith and service