

July 7, 2025

NU-297 – BO2025

Position: **Mental Health Counsellor – Temporary Long Term Occasional**

Location: **Kemptville Board Office (with travel to CDSBEO schools)**

Hours of work: **35 hours/week**

Salary: **\$83,107 - \$97,773/annum**

Effective: **Immediately – June 25, 2026**

Note

Please refer to the attached job description for further information.

Qualifications

- Completion of a graduate degree (Masters) in Psychology, Social Work, Counselling, or related field, with relevant graduate level courses and training and experience in providing therapy/ counselling. Completion of a bachelor's degree with relevant undergraduate counselling courses and training and work experience may also be considered.
- Be a current member in good standing with the College of Psychologists of Ontario, the Ontario College of Registered Psychotherapists, or the Ontario College of Social Workers.
- Professional experience in providing evidence-based therapy and interventions (e.g., CBT, BRISC, BDI), psychoeducational supports and mental health services to children and adolescents (minimum of 2 years).
- Ability to use tact, discretion and maintain information in the strictest of confidence.
- Excellent organizational, communication and coordination skills.
- Must be self-directed and detail oriented.
- A valid driver's license and access to a vehicle, and willingness to travel to rural schools across the CDSBEO are required.

Interested applicants may submit a cover letter and resume:

e-mail: hr@cdsbeo.on.ca

Please specify what position you are applying for.

We thank all applicants in advance for their interest; however, only those candidates selected for an interview will be contacted.

The CDSBEO adheres to equitable hiring, employment and promotion practices and is committed to an inclusive workforce. We encourage applications from Indigenous peoples, racialized people, persons with disabilities, people from gender diverse communities and/or people with intersectional identities, as well as others who may contribute to the further diversification of ideas.

The Catholic District School Board acknowledges that our schools are located on the unceded, traditional Algonquin territory of the Anishinaabe people as well as the land of the Mohawk territory of the Haudenosaunee/Rotinonsho'n:ni people. We respect both the land and the people of this land including all Indigenous people who have walked in this place.

Pursuant to the Accessibility for Ontarians with Disabilities Act, (AODA), if applicants require accommodations at any time throughout the application process, please reach prior to the posting closing date so that appropriate arrangements can be made.

Chris Cummings
Chair of the Board

Shelley Montgomery
Director of Education

A. Job Identification:

Title: Regulated Mental Health Counsellor

Immediate Supervisor: Superintendent of School Effectiveness/Mental Health Strategist

B. Job Summary:

Under the direction of the Superintendent of School Effectiveness and the clinical supervision of the Mental Health Strategist, the Regulated Mental Health and Addiction Counsellor will provide short-term, evidence-based intervention services to students in Catholic District School Board of Eastern Ontario schools, who present with mild to moderate mental health concerns.

C. Duties and Responsibilities:

- Conduct intake interviews with students to determine level of therapeutic need and whether needs fall within the Board's service delivery model.
- Provide *brief* evidence-based therapeutic interventions as endorsed by School Mental Health Ontario (e.g., BRISC, BDI, CBT) to students with mild to moderate mental health needs to address short-term goal setting.
- Develop and provide evidence-based psycho-educational and skill-building groups to students on a variety of mental health topics (e.g., healthy relationships, anxiety, depression, stress awareness and coping skills, etc.).
- Liaise and refer students with complex and/or chronic mental health concerns to intensive mental health services available through community agency partners, as needed.
- Be knowledgeable and follow Board Protocols (e.g., SPIRR, VTRA, Child Protection), as needed.
- Conduct suicide risk assessments as needed, report risk of harm to self or others, report child protection concerns, etc.
- Participate in bi-monthly clinical supervision to review therapeutic case planning, monitor therapeutic progress of students, triage service provision, and discuss and resolve ethical issues.
- Travel across the Board spending part or whole days, as required, to provide mental health services to students in schools.
- Consult and liaise with members of multi-professional teams including, teachers, school administrators, student liaison consultant, psychology team and external community partners ect., to ensure a coordinated effort in supporting student mental health.
- Maintain case notes and client files related to individual and group interventions.
- At the request of Superintendents, may be called upon to assist crisis response team in responding to a school crisis.
- Develop and deliver professional learning sessions to educators, other board personnel and parents.
- Perform other duties as assigned which are unplanned or of a transient nature and are consistent with the above job summary and duties.

D. Qualifications:

- Completion of a graduate degree (Masters) in Psychology, Social Work, Counselling, or related field, with relevant graduate level courses and training and experience in providing therapy/ counselling. Completion of a bachelor's degree with relevant undergraduate counselling courses and training and work experience may also be considered.
- Be a current member in good standing with the College of Psychologists of Ontario, the Ontario College of Registered Psychotherapists, or the Ontario College of Social Workers.
- Professional experience in providing evidence-based therapy and interventions (e.g., CBT, BRISC, BDI), psychoeducational supports and mental health services to children and adolescents (minimum of 2 years).
- Ability to use tact, discretion and maintain information in the strictest of confidence.
- Excellent organizational, communication and coordination skills.
- Must be self-directed and detail oriented.
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E. Commitment to Equity:

The CDSBEO is committed to equity in employment. We are committed to equitable hiring practices. We are committed to the inclusion and anti-oppression practices.