



Position Posting

Position Title: On-Call Dormitory Parent

Are you looking for a new and exciting opportunity? Enjoy working with students of all ages and backgrounds? Looking to get some extra hours? This may be the opportunity for you!

This position would be best suited to anyone that is looking for some extra hours and/or is working towards a diploma or degree in Education, Child & Youth Care, Community Social Service, Outdoor Education or equivalent

We are currently looking to add to our Boarding Team. Brookes Westshore strives to support its boarders' academic, social, cultural and personal growth within a safe and inclusive community where boarders experience a sense of welcome, belonging, value and respect. Boarding staff play a key role in the lives of our boarding students.

Compensation and Benefits Package

- Flexible schedule; must be available evenings and weekends
- A typical schedule for evenings is anywhere between 3:00pm and 11:30pm(12:30pm on Fridays and Saturdays). For weekends a shift is anywhere between 9:00am-12:30pm
- Meal provided on campus as a taxable meal benefit plan
- On the job training and cross training into other areas of the school
- 20 minutes from downtown Victoria
- Campus is on main Bus Route
- \$24.00 per hour plus 4% in lieu of benefits

Job Summary

Primary Job Objective as a Dorm Parent:

Dorm parents are responsible for ensuring students live in a safe and stable environment, offering assistance to both students and staff through effective facilitation of day-to-day activities. Dorm parents will be part of a specific team while on duty, and as part of an overall larger residence staff team.

Responsibilities

- Teaching and promoting life skills
- Participate and assist with evening and weekends activities and trips
- Providing care that ensures each student is receiving one/one birthdays and special events are celebrated, and the dorm is made to feel like a home
- Ensuring overall student needs are met including health, social well-being, behaviour management, and emotional support
- Supervising evening curfews and morning wakeup procedures and following Lock up and Lights out procedures
- Advocating for students' best interests by maintaining liaison with parents, agents, and teachers when required
- Consistently acting as a mentor, supervisor and a positive role model for all students
- Being an active listener for students experiencing academic and/or personal difficulties
- Working with students to develop a sense of respect for self, others and community
- Dealing with first level behaviour issues/consequences
- Ensuring that all of the students in their care are aware of the school's safety rules and emergency procedures, (fire, earthquake, medical emergency, lock down, and shutting down gas and water supplies)

Education, Experience and Skills

- Must complete and pass a Ministry Criminal Record Check
- Working towards a diploma in Education, Child & Youth Care or equivalent an asset
- Leadership experience and experience working in a Boarding School is preferable
- Experience dealing with people, and in particular, adolescents, sensitively, empathetically, tactfully, consistently and professionally at all times
- Excellent interpersonal, written and oral communication skills
- Ability to establish priorities, organize, schedule and solve problems and tasks.
- Basic First Aid to be obtained within one month of employment
- Class 4 Driver's license or ability to obtain an asset

If Brookes Westshore sounds like the type of team you would like to be a member of, please forward your cover letter and resume to careers@westshore.brookes.org

We thank all applicants for their interest in this position, however only those applicants that are shortlisted will be contacted.