



## Saltus Grammar School

invites applications for the following post to commence  
January 6, 2014 or earlier

Saltus Grammar School is a high achieving, co-educational day school educating students between the ages of 4 and 18. The school is a leading independent school in Bermuda and enjoys an excellent reputation in the local and international community. The school has a Primary Department, which embraces the Foundation Year, the Lower Primary and the Upper Primary years, and the Secondary Department which includes the Saltus Graduate Years. The school's international curriculum blends the best of both UK and North American traditions. In addition to academic excellence, particular emphasis is placed on the all-round development of students, and sport, music and drama are key aspects of school life.

### **School Counsellor**

Saltus Grammar School is seeking a full-time School Counsellor to lead the provision of individual student counseling across the school.

#### **Responsibilities will include:**

- Establishing and maintaining policies and procedures for the identification, referral, assessment and assistance of students whose school performance is adversely affected by personal or behavioural problems or difficulties
- Providing internal, confidential counseling to individual students
- Consulting with students, parents, teachers, administrators, other counsellors and external agencies to assist in meeting the needs of students.
- Contributing to the education and awareness of teachers
- Maintaining confidential records as required

#### **Applicants for this post must have:**

- A Masters Degree in school counseling or an equivalent relevant qualification from an accredited university programme
- Successful completion of a practicum in counseling and a directly supervised counseling internship
- Training in academic guidance and clinical techniques in a school setting
- Previous counseling experience in an education environment
- Excellent organization and communication skills with the ability to work on their own and as part of a team

**For further information on Saltus Grammar School, please visit the school's website at [www.saltus.bm](http://www.saltus.bm).**

**CLOSING DATE: November 26, 2013**

**Candidates should e-mail their letter of application, including resume/curriculum vitae to the Human Resources Department at: [hr@saltus.bm](mailto:hr@saltus.bm)**

Saltus Grammar School  
P.O. Box HM 2224, Hamilton HM JX, Bermuda  
Telephone: 441-292-6177

*In accordance with Bermuda Department of Immigration policy, first preference will be given to suitably qualified and experienced Bermudians or Spouses of Bermudians.*