



HOMESTAY COORDINATOR

(Casual-On-Call)

The Maple Ridge - Pitt Meadows School District (SD42) is looking for qualified candidates interested in working as a Casual Homestay Coordinator in our District. The Homestay Coordinator works to secure effective placements for international students, liaises with homestay parents, students, ELL and other teachers and school staff, as well as outside agencies as required and completes home studies to assess potential homestay families and their home environment.

The applicant will possess:

- High school graduation plus a course or program in International Education Services and a course in Conflict Resolution.
- Three years of relevant experience in homestay placement for international students.
- Proven ability to effectively communicate, verbally and in writing, in both English and a language other than English.
- Current knowledge of relevant agencies and applicable federal/provincial regulations on immigration and homestay placement.
- Proficient with computers and a variety of software.
- Proven judgement as it relates to assessing the safety and security of a potential homestay environment.
- Proven ability to provide guidance and resolve conflict situations.
- Proven organizational skills and ability to work as a team member as well as independently.
- Valid BC Driver's license.

This is a Casual (On Call) assignment, based at our International Education Office.
The Rate of Pay is \$27.44/per hour + 12% in lieu of benefits.

To apply, please forward your cover letter, resume and supporting documentation to applicants@sd42.ca. This posting will remain open until filled.

The district appreciates the interest of all applicants, however, only those selected for an interview will be contacted.

For more information about our School District please visit: <http://www.sd42.ca/our-district>

Our staff members are the foundation of our system. When you join our school district, you become part of a talented community of educators and support staff dedicated to enriching the lives of all students and helping them achieve success.

