



LAKESHORE
SCHOOL DIVISION

COMMUNITY LEARNING CO-ORDINATOR

Lakeshore School Division is seeking a compassionate, organized and student-focused Community Learning Co-Ordinator to support learners in a flexible learning environment. This is a permanent 10-month position beginning on September 9, 2026, with a current placement at Lundar School.

This role blends instructional support, planning, and coordination to help students succeed both academically and personally. The Community Learning Co-Ordinator works closely with teachers, families, student services, and support staff to ensure consistent, responsive support for students.

Key Responsibilities

- Provide targeted support to students with additional learning and behavioural needs
- Assist with planning and implementing individualized learning strategies
- Support student engagement, organization, and daily routines
- Communicate regularly with parents/guardians regarding student progress
- Collaborate with teachers, support staff, student services and administration
- Assist with preparation of materials, schedules and learning supports

Qualifications

- Post-secondary education in the social services or educational field. This may include a certificate, diploma, or degree
- Experience working with students with additional needs is an asset
- Strong understanding of inclusive and differentiated support strategies
- Valid driver's license and access to a reliable vehicle

Shift: 6.5 hours on instructional school days

To apply, please forward your resume, and three references to:

Terri Otto

Student Services Administrator
PO Box 100 Eriksdale, MB, R0C 0W0
Phone: 204-739-2101 Fax: 204-739-2145
Email: ottot@lakeshoresd.mb.ca

Deadline for applications: Monday, May 11th, 2026, at 4:00pm

Lakeshore welcomes applications from people with disabilities and accommodations for them may be available upon request. We thank all who apply for their interest, but only those selected for an interview will be contacted. Lakeshore School Division may contact former employers. For more details, please refer to the division's job description. Successful candidates must complete a Criminal Record/Vulnerable Sector and Child Abuse Registry check prior to commencing employment.