

READAPTATION OFFICER
Supernumerary (20 hours/week)
Brome-Missiquoi Campus (Sherbrooke area on occasion)
(Cowansville)

WORKING WITH EASTERN TOWNSHIPS SCHOOL BOARD ADULT GENERAL EDUCATION (AGE)

AGE services are offered to adult learners (16 +) in the ETSB territory with two Centres in Sherbrooke and Cowansville, one Distance Education Service and many projects in the communities. The position will be based at the Cowansville campus and will work in close collaboration with all AGE services across the ETSB.

NATURE OF THE WORK

The position of readaptation officer encompasses, in particular, responsibility for screening and providing assistance and guidance to students experiencing or likely to experience social maladjustments in order to restore and develop the student's adaptive skills, foster optimal adaptation in interaction with his or her environment, develop his or her autonomy and provide advice and support to school resources and parents.

SOME CHARACTERISTIC DUTIES

The readaptation officer participates in implementing a psychoeducational service that meets the academic and administrative requirements of both the educational institutions and the school board.

He or she contributes to the screening and identification of students experiencing problems, using an approach focussing on prevention and intervention; he or she plans and conducts interviews, makes observations, gathers pertinent information from school or external resources or parents and analyzes data in order to determine the nature of the problem.

He or she works with a multidisciplinary team to draw up and review a student's individualized education plan by including his or her action plan in the plan, if necessary; he or she participates in defining intervention objectives and means; he or she works with other team members to ensure concerted and coordinated interventions and assess the achievement of objectives.

He or she works with teachers to develop and implement strategies and projects aimed at helping students who are experiencing or who are likely to experience social maladjustments.

He or she provides guidance and advice to other school resources and to parents of students with social maladjustments; he or she recommends strategies for working with the students and guides them in adopting attitudes and approaches focussing on the development of desirable social behaviours and coping skills; he or she plans, organizes and conducts training activities.

He or she plans, organizes and conducts, in conjunction with school or external resources, activities with classes or groups of students experiencing common difficulties or specific problems.

He or she develops, adapts or prepares materials based on the needs and abilities of students experiencing social maladjustments.

He or she advises management staff, prepares expertise, progress and end-of-process reports and formulates appropriate recommendations to support decision making.

He or she provides advice and support to school resources in matters pertaining to the integration of students into regular classes and proposes appropriate intervention means or activities for students.

He or she establishes and maintains relationships and collaboration with partner organizations; he or she contacts the other resources concerned to obtain or give advice and information; he or she may refer the student or his or her parents to resources appropriate to the situation and needs.

He or she may be called upon to help defuse crisis or emergency situations and to propose solutions.

QUALIFICATIONS REQUIRED

A bachelor's degree in an appropriate specialty, notably psychoeducation.

OTHER REQUIREMENTS

- Must be able to work in English and French, both oral and written
- Good knowledge of community resources and able to build and maintain networks
- Experience in intervening with a young adult clientele
- Good organizational and analytical skills
- Must possess a vehicle and a valid Driver's licence for travel throughout our territory

SUPERVISOR: Director of Adult Education Brome Missisquoi Campus

SCHEDULE: 20 hours (over 3 days per week)

STARTING DATE: January 2020

SALARY: \$24.87 - \$43.06/hr.

Please send your application in writing by 2:00 p.m. on December 13, 2019 to:

hr@etsb.qc.ca

Human Resources Department
340, Saint-Jean-Bosco Magog, QC J1X 1K9
FAX: (819) 868-3821

Equal opportunity for all