

P L E A S E P O S T

The **Eastern Townships School Board** is seeking candidates
for the following position

SOCIAL WORK TECHNICIAN **ETSB Adult General Education** **Cowansville**

Adult Ed 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 principal and customary work of an employee in this class of employment consists in applying social aid techniques designed to promote prevention in matters pertaining to drug addiction, violence, absenteeism, dropping out of school and so on and provide individual or collective assistance to students experiencing related behavioural problems. He or she also helps a student who requires assistance with other problems of a personal, family, social or other nature that could affect his or her behaviour.

CHARACTERISTIC FUNCTIONS

The employee in this class of employment works with teachers, the multidisciplinary team and external interveners, as the case may be, to analyze problems submitted to him or her and to participate in the search for appropriate solutions. He or she works with youth protection, community organizations; if necessary, collaborates with police forces; participates in consultation groups and case studies; refers to the organizations concerned cases that are not under the jurisdiction of the school board. He or she may be called upon to act as a witness in court.

Under the responsibility of the centre administration and in conjunction with the multidisciplinary team, he or she participates in individualized action plans; selects measures designed to attain the objectives determined; draws up his or her action plan and applies the measures; evaluates the objectives attained and participates in the evaluation of the plan. He or she may also work individually with students in an academic support role if appropriate.

He or she organizes and synthesizes data on a problem in order to evaluate the problem and to find solutions based on queries or information collected from the centre staff, the school board, the student or his or her family. He or she records his or her observations and interventions as well as prepares and updates files.

He or she provides counselling; he or she helps the student overcome his or her social, cultural or material problems related to his or her family, social or school environment; advises him or her or, if necessary, refers him or her to the appropriate resources.

He or she informs students of the various disorders or dependencies by holding information meetings in class or at other times; prepares information bulletins intended for posting or centre newspapers and organizes and conducts activities related to these topics.

He or she meets with students, parents, and teachers to provide them with advice, information and pertinent documents and referrals.

He or she may be required to use a computer and the necessary software to perform his or her duties.

He or she may be required to train less experienced technicians as well as coordinate the work of support staff in performing duties related to the implementation of programs involving technical operations for which he or she is responsible.

If need be, he or she performs any other related duty. These duties may include but are not exclusive to working on transitions from the communities or youth sector schools to Adult Education. They may also include the promotion and support of student success in collaboration with the Centre Administration and the Centre team.

REQUIRED QUALIFICATIONS

Schooling

Hold a Diploma of College Studies in Social Service or a diploma or an attestation of studies recognized as equivalent by the competent authority. Experience working with special needs and at risk populations in a school / centre setting is considered a strong asset. All other professional qualifications and development related to the task are also considered to be assets and will strongly be considered.

SUPERVISOR: Centre Director
SCHEDULE: 20 hours per week
STARTING DATE: As soon as possible
SALARY: \$23.12 - \$33.61

Please send your application in writing **by 2:00 p.m. on October 20, 2021** to:

Human Resources Department

hr@etsb.qc.ca

Eastern Townships School Board
340, Saint-Jean-Bosco Magog, QC J1X 1K9
FAX: (819) 868-3821

Equal opportunity for all