



**COMMISSION SCOLAIRE WESTERN QUÉBEC  
WESTERN QUÉBEC SCHOOL BOARD  
RE-ADAPTATION OFFICER (Two Vacancies)  
SUPERNUMERARY, FULL TIME (35 HOURS PER WEEK)  
SCHOOL BOARD OFFICE**

### **Nature of the Work**

The position of re-adaptation 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. More specifically, this position is intended to support the success and development of students in preschool programs and elementary cycle one.

### **Some Characteristic Duties**

- The re-adaptation 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**

- Related experience working with elementary and preschool aged children is an asset;
- Travel is required to support schools within our school board – a valid driver's license and personal vehicle are essential;
- Knowledge of best practices in supporting adaptive, behavioural and social/emotional development.

### **Working Conditions**

- Salary: \$43,360 to \$79,837 (based on experience and schooling);
- Start Date: December 10, 2018;
- End Date: June 24, 2019.

**APPLICATIONS MUST BE SENT TO: [jobs\\_emplois@wqsb.qc.ca](mailto:jobs_emplois@wqsb.qc.ca)  
(Cover Letter, Resume, scan of Diplomas and Transcripts)**

**by 1:00 p.m., November 23, 2018**

**Subject: (P2018-10-007) Re-Adaptation Officer – Supernumerary – FT 35 Hours (WQSB)**

**Att.: Terry Kharyati, Director of Human Resources**

**Only those candidates chosen for interviews will be contacted.**