



**EDUCATION CONSULTANT
(Indigenous, community support)**
General Circular No. P28 / 2104

Place of Work:	Educational Services
Status:	100% Supernumerary Position
Hourly Rate:	\$25.25 to \$45.22
Start Date:	Immediate
Immediate Superior:	Director

Nature of the work

The education consultant participates in carrying out the educational project and the special projects of educational institutions; he or she participates in the development, implementation and evaluation of their success plan, while complying with the academic and administrative requirements of both the educational institutions and the school board.

Tasks and responsibilities

- He or she contributes to the implementation of programs of study and training by working with teachers to prepare and implement strategies and projects aimed at helping students who are experiencing or who are likely to experience social maladjustments or learning difficulties.
- He or she supports the teachers and administration concerning the interpretation of those programs, either individually or in a group format in matters pertaining to their daily teaching activities.
- He or she designs and leads training workshops and sessions on program components and collaborates in developing learning situations and supports experimentation in class.
- He or she provides teachers with learning evaluation tools and guides them in the design, preparation or adaptation of evaluation tools.
- He or she may be called upon to work with a multidisciplinary team to draw up and review the individualized education plan of a handicapped student or a student with social maladjustments or learning difficulties.
- He or she advises management, teaching or professional staff on matters pertaining to professional development programs, plans the programs and evaluates the results.
- He or she analyzes and recommends the purchase of learning materials, supplementary materials, equipment, software and program packages, and provides advice on room layouts
- He or she participates in carrying out related projects; he or she prepares and delivers training and information workshops on components of the program for integrating technology, collaborates with other school resources, partner organizations and the Ministère de l'Éducation.
- He or she promotes the school board to social and economic partners and draws up an appropriate promotional plan, meets with representatives of various businesses so as to develop with them training programs that meet their needs and those of their staff; he or she draws up memorandums of agreement and service offers and participates in organizing work-study programs, training periods and industrial visits; provides support to the teachers concerned and information and advice to employers.

Requirements and Qualifications

- Bachelor's degree with an appropriate specialization, post-graduate studies, an asset
- Permanent teaching licence issued by the MEES
- Teaching experience with the Indigenous community, knowledge of the Quebec Educational Program (QEP)
- Fluency in English (both oral and written) and have a strong working knowledge of French (both oral and written)
- Excellent communication, organizational, analytical, interpersonal and creative skills
- Knowledge of Information and Communication Technology
- Ability to work collaboratively in a team environment

To view job description as outlined in the classification plan [click here](#) or visit their website <http://cpn.gouv.qc.ca/en/cpnca/home/> Interested candidates should send their letter of interest and curriculum vitae to: jobs@emsb.qc.ca to the attention of Ms. Ann Watson, Director of the Human Resources Department **by Tuesday November 2, 2021**. Please refer to the circular number in your letter of application.

The masculine gender was used in this posting to facilitate the reading. The English Montreal School Board has implemented an Equal Access Employment Program in accordance with the Act respecting equal access to employment in public bodies and encourages applications from women, members of visible and ethnic minorities, aboriginal and handicapped peoples.