

Job Offer

Job Title : Adapted Services Counsellor (Replacement)

Reference number : P-22-23-2827

Job Category (Job Alert) : Special Care Counseling

Department : Services for Students

Services : Student Services

Immediate Supervisor's Name : Anja Vroomen

Position Status : Full-time Replacement

Length of the contract : Please see job description

Work Location : Vanier College

Work Schedule : Mon - Fri, 8:30 a.m. - 4:30 p.m. (35 hrs/week)

External Posting Start Date : 2022-08-18

External Posting End Date and Time : 2022-08-25 17:00

Salary Scale : \$49,456 - \$87,626

Expected Start Date : 2022-10-03

Vanier College is an English-language public college with more than 6000 daytime students from over 90 different nationalities. We have a thriving Continuing Education division that provides services to adult learners, international students as well as to community and corporate clients. Vanier has approximately 1000 employees and offers a stimulating work environment and a beautiful green campus. Our dynamic faculty and staff enjoy numerous benefits including an employee assistance program, employee fitness programs, professional development, daycare, educational fee waivers as well as music concerts and other activities.

Our institution is committed to ensuring representation in its community; consequently, Vanier College welcomes applications from members of visible minorities, ethnic minorities, women, Indigenous peoples, persons with disabilities, persons of minority sexual orientations and gender identities, and others with the skills and knowledge to productively engage with diverse communities. The institution maintains its commitment to excellence in Education and recognizes that increasing the diversity of its staff supports this objective.

We offer a remarkable range of job opportunities so we invite you to navigate our job postings and apply so that you too can become a proud member of the Vanier College Community.

Description :

Reporting to the Coordinator of Professional Services, the Adapted Services Counsellor is responsible for the optimization and integration of services offered by the ACCESS Team to help students experiencing behavioural, organizational, learning and communication challenges to achieve their optimal academic development. In order to attain this goal and ensure the consistency and effectiveness of this student-centered approach, the Counsellor works closely with the students, teachers and other professionals to plan, develop and evaluate integrated activities and support services. The Counsellor thus participates in the Student Success Plan.

More specifically, but not limited to, the Counsellor:

- Assesses students and provides them with plans and strategies of intervention, as well as referral for internal support services that will meet their needs;
- Liaises with teachers and other professionals on a regular basis regarding students' accommodations;
- Collaborates with other members of the ACCESS team;
- Works with students, documents, course materials and College exit and comprehensive exams;
- Participates in the Centre's testing programs, including exam accommodations and invigilation;
- Develops learning aids as well as online pedagogical resources;
- Develops, plans and animates campaigns and workshops to increase disability awareness.

Other related duties which fall within the scope of the classification of this position may be assigned.

Schedule: Monday to Friday (35 hours/week ~ 8:30-4:30)

Contract: A.S.A.P. until October 20, 2024 or until the return of the incumbent to her position, whichever occurs first.

Classification: Conseiller ou conseillère en services adaptés (Adapted Services Counsellor)



Requirements :

Qualifications:

- Undergraduate degree in an appropriate field of specialization, particularly in special education.

Conditions related to the specific position:

- Level B Assessment experience and/or qualification (specifically for ADHD and Learning Disabilities) (an asset);
- Demonstrated experience in writing and/or collaborating in the writing of psychoeducational assessments and/or screening reports (an asset);
- Excellent English oral and written competencies (to be tested);
- Strong French oral and written competencies (to be tested);
- Basic knowledge of both Microsoft Word and Excel (to be tested);
- Excellent interpersonal and leadership skills;
- Proven experience in providing support to students with special needs (specifically Autism Spectrum Disorder, Learning Disabilities, ADD/ADHD, Mental Health);
- Recent and demonstrated knowledge of specialized software and tools available to support students with special needs;
- Experience with, knowledge of, commitment to, and passion for Equity, Diversity and Inclusion in supporting diverse and underrepresented students.

Comments :

If your work experience has changed since your last visit, please be sure to attach a new resume.

Note that a cover letter is mandatory, please be sure to attach yours.

If you are applying on a mobile device (smartphone, tablet), you will receive an acknowledgment email asking you to go update your file by attaching your CV in order for your application to be considered.

We thank all those who apply, however only those selected for an interview will be contacted.