



JOB POSTING

|   |  |  |
|---|--|--|
| Department                                | Rehabilitation Services - External Services – Education Program/Family Assistance Program  |  |
| Position Title                            | Education Program Educator (CCW) (2691)  | Number of Positions Available; 1   |
| Status                                    | <input type="checkbox"/> Full Time<br><input checked="" type="checkbox"/> Part Time  | <input type="checkbox"/> Permanent<br><input checked="" type="checkbox"/> Temporary August 20, 2018 to June 23, 2019 |
|   | Academic year, September to June when school is in session - Must take vacation at Christmas break, spring break and P-days unless on special assignments as determined by organizational needs.   |  |
| Working Hours                             | 35.00 hours per 2-weeks  |  |
| Accountability                            | Program Manager – Clinical Services  |  |
| Salary Scale                              | 19.73 to 32.28 depending upon education and experience in related field  |  |
| Position Summary                          | <ul style="list-style-type: none"> <li>• Within the context of a multi-disciplinary team, to assess the needs and to provide psycho-social support, accompagnement and intervention to clients and their families in the education program and community, as needed.</li> <li>• To assist the pregnant adolescents and young parents in developing an awareness of and an ability to access support services available in the community.</li> <li>• To ensure the good functioning of the Education program.</li> <li>• To ensure appropriate liaison with EMSB teaching personnel in the Education Program/Day Centre, with the EH Residential Educators, other EH workers, aids in the Nursery program as well as with outside professionals.</li> <li>• To facilitate the transition from residential care to independent living, as required.</li> <li>• To develop and maintain collaborative relationships with community organizations and establishments in the reseau to the benefit of the clientele served</li> </ul> |  |
| Qualifications                            | <ul style="list-style-type: none"> <li>• Certificate in Special Care Counseling from a recognized college or equivalent</li> <li>• English and French fluency</li> <li>• First Aid</li> <li>• Very good computer skills, Microsoft Office (Word), email systems</li> <li>• Valid Quebec Driver's License and car with appropriate insurance</li> <li>• <b>NOTE: Testing will take place as part of the interview process</b></li> </ul>  |  |
| Required Knowledge, Skills & Experience   | <ul style="list-style-type: none"> <li>• Knowledge of pregnancy and related developmental issues;</li> <li>• Knowledge of stages of infant and child development;</li> <li>• Knowledge of the process of differentiation and independence development in adolescents;</li> <li>• Knowledge of Youth Protection and Health and Social Services Acts</li> <li>• Demonstrated capacity to apply child care approaches to working with parents, families and groups;</li> <li>• Non-judgmental approach to clinical interventions;</li> <li>• Excellent assessment skills;</li> <li>• Good report writing skills;</li> <li>• Demonstrated ability to work independently;</li> <li>• Minimum three years previous working experience with youth in difficulty;</li> <li>• Previous experience in a culturally diverse milieu and demonstrated sensitivity and openness to cultural differences.</li> </ul>  |  |
| Desirable knowledge, skills & experience: | <ul style="list-style-type: none"> <li>• Previous working experience with adolescent mothers and pregnant teens</li> <li>• Previous group work experience</li> <li>• Additional computer knowledge (Excel, Publisher)</li> </ul>   |  |
| Posting Period                            | July 5 to July 20, 2018 at 12:00 noon.   |  |

Please e-mail a letter of application addressing the following questions; why do you want to work at Elizabeth House? What particular skills and abilities would you bring to the organization?. as well as an up to date C.V. and the names and telephone numbers of two references to: Linda Schachtler, Human Resources at linda.schachtler.elizabeth@ssss.gouv.qc.ca by 12:00 noon on Friday, July 20, 2018.

Only candidates selected for an interview will be contacted.

When sending the e-mail, please use the read-receipt option which will provide an acknowledgement of receipt.

L. Schachtler  
Human Resources

July 5, 2018  
Date