



[Cégep Heritage College](#) is located in Gatineau, Québec, next to the [National Capital Region's Gatineau Park](#). It is the region's only public, tuition-free, English-language college, offering innovative and personalized instruction across 19 Career, Pre-University and Continuing Education programs in its modern, state-of-the-art facilities. Cégep Heritage College is a vibrant multicultural institution with staff serving more than 1,500 students. It delivers educational programming that fosters extraordinary student-teacher interaction, student leadership and entrepreneurship, intercultural dialogue and engagement, and high-calibre athletics.

**COMPETITION NUMBER**

C22-23-PNE-11

**POSITION**

Social Worker

**DEPARTMENT**

Student Services

**TYPE OF HIRING**

Regular Full-time

**WORK SCHEDULE**

Monday to Friday (schedule to be determined)

**WORK LOCATION**

325 boul. de la Cité-des-Jeunes, Gatineau, Quebec, Canada, J8Y6T3

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**SALARY RANGE**

49,456.00\$ - 87,626.00\$

**ROLE SUMMARY**

The job of social worker more specifically involves prevention, screening and intervention with students who are experiencing or likely to experience emotional, social, academic, or family problems.

**DUTIES****Some Characteristic Duties:**

- Help individual students use their own resources in coping with a problem situation. Create a climate conducive to the integration of experience.
- Use standardized assessment tools, conduct interviews, and make observations, if necessary. Analyze and interpret the observations and data collected.
- Refer individual students to other organizations such as community health services, social service centers and hospitals if necessary.
- Take part in case studies within a multidisciplinary team.

- Collaborate with other stakeholders concerned, and as part of the College's success plan, develop, implement, lead and evaluate activities fostering the personal growth and academic achievement of students.
- Upon request, help teaching staff gain a fuller understanding of the interpersonal relationship dynamics between teacher and student.
- Develop and maintain contacts with representatives of the health and social services network and other partner organizations in their own area of competence.
- Prepare and update records, adhering to the standards of their profession and the College's by-laws.
- Using an individual or group approach, sets up activities designed to ensure that students maximize their potential, particularly in their personal, family, and social life.
- Take part in the elaboration, promotion and leadership of screening, awareness and prevention programs focusing on issues actually encountered, particularly absenteeism, dropping out and suicide.
- May be called upon to defuse crisis or emergency situations and suggest avenues for resolving them. Prepare and update records, adhering to the standards of their profession and the College's by-laws. Provide empowering and confidential counselling to students, staff, and management.
- Offer accompaniment measures and referrals to specialized services to those who express the need. Receive and analyze the requests for assistance submitted, seek, and apply the appropriate solutions, and collaborate with various specialized organizations, and in some cases refer students or personnel to them. If need be, perform any other related tasks.

#### **MINIMUM QUALIFICATIONS REQUIRED**

- Must possess a University degree in Social Work or a relevant field (i.e.: social work, psychology, etc.) Master's Degree would be an asset.
- Must have experience in crisis management.
- Must be bilingual in English and French (written, spoken and comprehension).
- To be a member in good standing with a Professional Association such as *l'Ordre Professionnel des Travailleurs Sociaux du Québec* is mandatory.
- To possess experience in group animation will be considered an asset. Experience in intervention with young adults would be considered an asset.
- Pertinent experience in a post-secondary environment would be considered an asset.

#### **ADDITIONAL QUALIFICATIONS**

- Must possess excellent communication, organizational and interpersonal skills. Must have excellent analytical and problem-solving skills.
- Must be diligent, dynamic, creative and detail oriented.
- Must be able to work independently with minimal supervision and have the ability to work as part of a team. Must be able to work effectively with respect to deadlines and produce accurate results.
- Must be flexible and able to adapt quickly to different situations and diversity. Must have a strong work ethic and exercise discretion.

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**Interested candidates should submit their résumé, along with appropriate documentation ONLINE on our college website in the career page at <http://www.cegep-heritage.qc.ca/manitou/>.**

Click on the job posting, then click on "**APPLY**". You will be able to create an account and upload your résumé and cover letter.

**Please note that only online applications will be considered. Only those candidates selected for an interview will be contacted.**

N.B: Candidates will be required to submit to selection tests.

#### **POSTING DATES**

From 2023-04-20 08:00 to 2023-05-07 23:59

*Cégep Heritage College is an equal opportunity employer and encourages applications from women, Indigenous peoples, members of visible and ethnic minorities, and people with disabilities.*