

POSSIBILITY OF EMPLOYMENT – STUDENT SUPERVISOR

Riverside School Board is seeking available individuals to replace personnel as Student Supervisor, on call. The hiring could eventually result in a regular position.

NATURE OF WORK: The principal and customary work of an employee in this class of employment consists in ensuring that students adhere to the school policy on discipline.

DUTIES : The employee in this class of employment supervises students in the school and its buildings to ensure that rules are observed and that students are safe; he or she makes rounds, gives warnings, observes and reports any abnormal situations to the persons designated; greets and directs students and visitors; explains regulations; may supervise students during exams, in detention or isolation rooms or in the classroom, when the teacher is absent for a short period; supervises students during the arrival and departure of school buses as well as on the school bus.

In addition to supervision duties in the cafeteria, he or she helps students, who so require, to eat. He or she may help certain students dress, undress and, where applicable, move around.

REQUIRED QUALIFICATIONS: Hold a Secondary School Diploma or a diploma or an attestation of studies recognized as equivalent by the competent authority, and have one (1) year of pertinent experience in those areas requiring self-discipline, general concepts in psychology and human relations skills.

OTHER REQUIREMENTS: Hold a certificate dated no more than three (3) years attesting to the successful completion of:

1. a standard first aid course of a minimum eight (8)-hour duration;
2. a refresher course of a minimum six (6)-hour duration updating the skills acquired in the course mentioned in subparagraph 1.

Please send your written request along with your curriculum vitae to:

Human Resources
Riverside School Board
7525, chemin de Chambly
Saint-Hubert (Quebec) J3Y 0N7
E-mail: riversidecv@rsb.qc.ca

Riverside School Board will contact only the candidates who will be chosen for an interview.

Riverside School Board has implemented an Equal Access Employment Program and encourages applications from women, members of visible and ethnic minorities, Aboriginal people and people with disabilities.

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