



The Eastern Shores School Board is seeking applications from interested candidates for the following position: **EDUCATION CONSULTANT - Special Education Dossier (2104) (2 positions available)**

Posting#	ESSBP25/26-04
Workplace	To be determined according to the successful candidate (ESSB Territory)
Status	Regular
Workload	35 hours per week
Annual Salary	From \$55 282 to \$97 963, according to experience
Work schedule	Monday to Friday
Immediate supervisor	Coordinator of Complementary Services
Intended clientele	ESSB Territory; travel is required; therefore, a car is required.
Start Date	Immediately
Date of Posting	November 11 2025
DEADLINE FOR APPLICATIONS	Until filled

NATURE OF THE WORK

The position of education consultant encompasses, in particular, responsibility for providing advice and support to staff of educational institutions and services in the implementation, development and evaluation of programs of study, class management and instructional materials.

SOME CHARACTERISTIC DUTIES

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 educational project, while complying with the academic and administrative requirements of both the educational institutions and the school board.

He or she contributes to the implementation of programs of study and training, provides advice to the teachers and administration concerning the interpretation of those programs, designs and leads training workshops and sessions on program components; he or she collaborates in developing learning situations and supports experimentation in class.

He or she provides advice and support to teachers either individually or in a group format in matters pertaining to their daily teaching activities; he or she develops or selects and delivers training and instrumentation activities designed to respond to needs in pedagogical adaptation, innovation and development.

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 participates in defining intervention objectives and means.

He or she works 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 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 advises school staff on the means for integrating technology into teaching; 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.

He or she collaborates with other school resources, partner organizations and the Ministère de l'Éducation.

In addition, the education consultant in the general adult education and vocational training sectors promotes the school board to social and economic partners and draws up an appropriate promotional plan.

He or she 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.

He or she participates in organizing work-study programs, training periods and industrial visits; provides support to the teachers concerned and information and advice to employers.

REQUIRED QUALIFICATIONS

- A bachelor's degree in an appropriate specialty, notably teaching, special education, orthopédagogie (resource teacher training), learning disabilities and training with giftedness would be considered an asset.
- Possess strong written and verbal skills in both English and French.

EXPERIENCE REQUIRED

- Two or more years working with academically at-risk students, students with handicaps, social maladjustments or learning disabilities.
- Familiar with the Education Act sections on special needs.
- Familiar with the Individual Education Plan framework.

WORKING CONDITIONS

Travel is required throughout the ESSB territory; therefore, a car is necessary. Some telework may be required. Office location to be determined. Monthly meetings at the Eastern Shores Board office may be required.

Interested candidates should forward their curriculum vitae, transcripts and diplomas, indicating in subject the posting number **ESSBP25/26-04 to job.opportunity@essb.qc.ca**

Eastern Shores School Board is committed to equal access to employment and encourages applications from women, Aboriginal peoples, visible minorities, ethnic minorities and persons with disabilities. ESSB will only contact the candidates selected for interviews.

