



**ASSISTANT DIRECTOR – EDUCATIONAL SERVICES
ST-THERESA CENTRE, BLANC-SABLON
FULL TIME, REGULAR**

NATURE OF THE WORK

Under the authority of the Educational Services, the Assistant Director is responsible for the services offered to students with disabilities or adjustment or learning difficulties. The position consists of managing part of the programs and resources in one or more areas of activity that may be carried out within a service. This position involves performing management duties (planning, organizing, directing, monitoring, evaluating). The mandate also includes a role of providing consulting services to directors and all managers of the School Service Center to promote the optimal management of teaching, educational, and complementary resources.

REQUIRED QUALIFICATIONS

- Bachelor's degree in education or undergraduate degree in a relevant field of study
- Graduate program with a minimum of 30 credits in management relevant to the position
- Six (6) years of relevant experience
- Strong knowledge of all Québec education programs, regulations and requirements
- The candidate must be available to travel frequently
- Successful candidates may be required to undergo a psychometric assessment

PROFILE SOUGHT

- Strong collaboration and staff mobilization skills
- Adaptability
- Ability to demonstrate leadership, initiative, creativity, and autonomy
- Ability to identify issues and carry out projects
- Strong analytical and synthesis skills
- Knowledge of applicable laws, regulations, and standards related to the sector of activity
- Ability to work with a variety of computer tools
- Bilingual (French and English)

BENEFITS OF WORKING WITH US

The salary is determined in accordance with the rate established for management staff of the school service centers (between \$94 026 and \$125 366 per year).

- An isolation premium (\$ 10 066 or \$ 16 102)
- Low-cost housing
- Reimbursement for your moving expenses
- Three annual outings for the employee and dependents from the assignment location to the point of departure

BEGINNING OF EMPLOYMENT

August 17, 2026

DEADLINE TO APPLY

Until filled

We invite you to send your application to the Human Resources Department at the following email address: recrutement@cssdulittoral.gouv.qc.ca.

OTHER INFORMATION

The Littoral School Service Center has an equal employment opportunity program and invites women, members of visible minorities, members of ethnic minorities, Indigenous peoples, and persons with disabilities to apply. Persons with disabilities can receive assistance with the screening and selection process.

The Littoral School Service Centre is subject to the Act respecting the laicity of the state. Among other things, this Act requires all personnel to perform their duties with their faces uncovered and prohibits them from wearing religious symbols while on the school or centre premises or in the presence of students.