

Founded in 1974 in Montreal's West Island, West Island College (WIC) is home to two schools under one roof where students learn and thrive together in perfect harmony: a French school offering a curriculum delivered entirely in French and an English school offering a French immersion program. Both schools provide an enriched academic program and first-language instruction, creating an exceptional bilingual learning experience. For more than 50 years, we have been redefining education through innovation and technology while fostering personal excellence, a passion for learning, and core values that prepare students to thrive in an ever-changing world.

At WIC, our teachers and professionals are more than instructors—they are mentors and coaches who cultivate meaningful connections through extracurricular activities, classroom learning, and our House Program. By nurturing curiosity, resilience, and self-awareness, our educators equip students with the academic knowledge and life skills they need for future success.

We are currently seeking a qualified and caring individual for the following position for the 2026–2027 school year:

- **Lunchtime Student Supervisor**

Schedule: Monday to Thursday, school days only, from **11:00 a.m. to 2:00 p.m.**

Additional shifts may be available to provide supervision in the testing center or after school, based on operational needs and the successful candidate's availability.

Responsibilities:

Contribute to maintaining a safe, welcoming, and respectful school environment by promoting positive student behaviour and ensuring a consistent adult presence during non-instructional periods. Student Supervisors play an essential role in promoting the College's values of *Belonging, Growth, and Integrity* through proactive supervision and meaningful engagement with students.

1. Campus Presence and Supervision

- Regularly circulate through common student areas, including hallways, entrances, the cafeteria, and outdoor spaces during assigned supervision periods.
- Ensure students conduct themselves respectfully and in accordance with the College's standards and expectations.

2. Supporting Positive Student Behaviour

- Model and promote respect, collaboration, and personal responsibility.
- Respond calmly and confidently when student behaviour is disruptive, unsafe, or inconsistent with College expectations.

3. Communication and Follow-up

- Promptly report incidents or concerns to the appropriate member of the Administration or Student Life team.
- Provide brief written reports or complete requested follow-up documentation to support restorative practices or disciplinary processes, as required.

4. Campus Safety and Community Well-being

- Monitor the campus for unfamiliar visitors and notify Administration when appropriate.
- Foster a safe and inclusive school climate by interacting with students in a professional, respectful, and approachable manner.

5. Other Related Duties

- Perform other supervision or Student Life-related duties assigned by Administration, including supporting student transitions, lunchtime activities, community events, or providing occasional supervision in the testing center or during after-school activities.

Qualifications and Skills

- Excellent written and oral communication skills in French, with a good working knowledge of English.
- High School Diploma (DES) or an equivalent diploma or certificate recognized by the appropriate authority.
- Ability to work effectively with adolescents aged 12 to 17.
- Demonstrated ability to balance kindness and empathy with firmness and consistency.

What We Offer

- Hourly rate: \$25.44/hour
- A warm, welcoming, and stimulating work environment.
- Participation in the RREGOP (Government of Quebec Public Sector Pension Plan).

Additional Information

Candidates interested in pursuing a career with West Island College are invited to submit their résumé and a cover letter by email to Lise Lafontaine at rh@wicmtl.ca.

Please note that West Island College is subject to the requirements of the Act respecting the laicity of the State. In particular, the Act provides that members of school staff are prohibited from wearing religious symbols while carrying out their duties. Individuals applying for employment at West Island College agree to respect and comply with the obligations set out in the Act.

We thank all applicants for their interest; however, only those selected for an interview will be contacted.