

EMPLOYMENT OPPORTUNITY



PROJECT DEVELOPMENT OFFICER, RÉCIT – NATIONAL SERVICE FOR FIRST NATIONS & INUIT

General Circular No. P4

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|-----------------------|------------------------------|
| Place of Work: | Student Services |
| Status: | 100 % Supernumerary position |
| Salary Rate: | \$30.27 to \$53.64 |
| Start Date: | Immediate |
| Immediate Supervisor: | Director |

Nature of the Work

The National RÉCIT Service for First Nations and Inuit is seeking a project development officer who is passionate about developing digital skills and supporting Indigenous school personnel. This person will contribute to the integration of technology within schools and play a key role in providing support, training, and collaboration with various actors across the educational network.

The role involves offering support and guidance to First Nations and Inuit school staff regarding the integration of digital technology into the educational mission. This mandate is carried out through individualized support, training, strategic collaborations, and coordination with partners in the educational ecosystem, in alignment with ministerial guidelines and research findings.

Main tasks and responsibilities

Support and Training:

- Serve as a resource person to support the integration of digital technology in teaching and learning;
- Facilitate communities of exchange or practice;
- Produce specialized digital educational resources (DER) for Indigenous communities, in alignment with local programs and the Québec Education Program.

Collaboration and Coordination:

- Collaborate with RÉCIT leadership and the Ministry of Education (MEQ) during meetings and ministerial activities;
- Work with resource persons from other national RÉCIT services;
- Develop partnerships with research institutions, educational organizations, and Indigenous organizations;
- Plan joint initiatives with national, regional, and local RÉCIT services;
- Participate in professional development activities as part of continuous learning;
- Promote innovative projects that have an impact on digital integration;
- Monitor developments related to the mandate;
- Enhance the visibility of the service.

Requirements and Qualifications

- Degree in psychoeducation, psychology, social work, or another appropriate specialty
- Extensive cultural knowledge with lived Indigenous community experience
- Bachelor's Excellent written and oral communication skills
- Excellent communication, organizational, analytical, creative, and interpersonal skills
- Ability to work well under pressure within a multidisciplinary team
- Knowledge of an Indigenous language is an asset

To view the job description as outlined in the classification plan [click here](#)
or visit their website <http://cpn.gouv.qc.ca/en/cpnca/home/>

Interested candidates should send their letter of interest and curriculum vitae to jobs@emsb.qc.ca
to the attention of Ms. Ann Watson, Director of the Human Resources Department, **by Thursday, October 23, 2025.**
Please refer to the circular number in your letter of application.

The masculine gender was used in this posting to facilitate the reading. The English Montreal School Board has implemented an Equal Access Employment Program in accordance with the Act respecting equal access to employment in public bodies and encourages applications from women, members of visible and ethnic minorities, aboriginal and handicapped peoples