

ACADEMIC AND VOCATIONAL INFORMATION COUNSELLOR

Nature of work

The academic and vocational information counsellor is a professional whose occupation includes, in particular, providing individual and collective assistance to the students in their academic and vocational career choice by distributing and presenting information related to the descriptions and requirements of academic programs and of the different fields of the labour market.

Rate your skills	Yes	No
I am able to proceed with the analysis of the needs of the students and the community.	<input type="checkbox"/>	<input type="checkbox"/>
I am able to establish an intervention program.	<input type="checkbox"/>	<input type="checkbox"/>
I can organize student information meetings about academic and vocational issues.	<input type="checkbox"/>	<input type="checkbox"/>
I can ensure the organization and the functioning of a documentation centre.	<input type="checkbox"/>	<input type="checkbox"/>
I am able to analyse, adapt and advertise academic and vocational information.	<input type="checkbox"/>	<input type="checkbox"/>
I can ensure maximum use of the documentation resources.	<input type="checkbox"/>	<input type="checkbox"/>
I can develop and lead activities fostering the student's personal and academic development.	<input type="checkbox"/>	<input type="checkbox"/>
Required skills		
I easily communicate with people.	<input type="checkbox"/>	<input type="checkbox"/>
I have a good analytical capability.	<input type="checkbox"/>	<input type="checkbox"/>
I have good organization and planning skills.	<input type="checkbox"/>	<input type="checkbox"/>