

## **GUIDANCE COUNSELLOR**

(or Academic Training Counsellor)(1)

### **Nature of the work**

The guidance counsellor (or academic training counsellor) is a professional whose occupation includes, in particular, providing assistance to students in the choice of the training profile most suited to their inclinations and aptitudes and most appropriate to the academic and professional career they have chosen.

### **Required qualifications**

To be a member of the Professional Corporation of Guidance Counsellors of Quebec.

### **Some characteristic functions**

The guidance counsellor (or counsellor in academic training) performs duties related to the development of the objectives and policies of the guidance service with due consideration for general administrative and educational policies of the college. He is responsible for the application of these policies.

On the basis of individual or group counselling sessions, as well as test results, he advises students on their individual orientation. He participates in case studies within a multidisciplinary team; he may be required to organize conferences, study sessions, industrial visits, etc.

He must maintain close contact with the labour market, the administrative staff, the teachers and with other institutions involved in student guidance. He prepares and keeps up-to-date student files in matters relating to his field.

In collaboration with other concerned personnel, he develops and leads activities fostering the students' personal and academic development<sup>2</sup>.

(1) The professionals who are not members of the Professional Corporation of Guidance Counsellors of Québec have to bear the title of "Academic training counsellor". In accordance with the "Code des professions", these professionals may not use the title of "Guidance counsellor". In this case the required qualifications are to possess a bachelor's degree with a specialization appropriate to the employment such as counselling.