



## **EMPLOYMENT OPPORTUNITY** **Direct Education Services Manager**

The Direct Education Services Manager is responsible for the overall coordination, and delivery of education services and programs to the member First Nations of Bimose Tribal Council; Kiizhik Education Corporation and Gaagagekiizhigook Ganawenimaawasowin Wigiwaam Child Care Centre. The Manager reports directly to the Executive Director. The preferred candidate will have an exemplary track record in a senior administrative/ leadership role in a school, school board, or First Nation education organization.

### **Duties:**

- Coordinates second level education services with the nine First Nation Communities served by Bimose Tribal Council and supervision of Kiizhik School
- Provides Supervision to the School Principals; Daycare Supervisor; and Education Administrative Assistant;
- Oversees contractors working on proposal based funding for education programs.
- Assisting the First Nations in establishing and maintaining standards for curriculum development, culture and language, school operational policies and procedures; and teacher recruitment and retention.
- Assisting the First Nations in efforts to engage parents and families in supporting a continuum of cultural values, language reinforcement, and the alignment of educational goals to community needs;
- Seeking funding opportunities to enhance the supports and opportunities for First Nations and for students attending Kiizhik School;
- Communicates with Indigenous Services Canada and other funding agencies; assists communities with reporting requirements to funders.
- Develops and implements training programs for secondary and post-secondary work experience; oversees the Skills Link program
- Oversees the Reciprocal Education Agreement with both the Keewatin Patricia and Kenora Catholic School Boards;

### **Qualifications:**

- Bachelor of Education;
- Member in Good Standing with the Ontario College of Teachers.
- Extensive knowledge of the Ontario provincial education system.
- Experience in the education of Anishinaabe students.
- Experience working with First Nation schools
- Fluency in Anishinaabemowin would be an asset.
- A thorough knowledge of Anishinaabe traditions and culture.
- Awareness of the Treaties in Canada, especially knowledge of Treaty #3, and First Nation governance.

Please submit resume and cover letter with a current vulnerable sector check (if possible) and three professional references. Applications will be accepted until **Monday, February 22, 2021 at 4:00 pm.**

**PLEASE SUBMIT APPLICATION BY MAIL (marked as confidential), E-MAIL, IN PERSON, or FAX to:**

**Bimose Tribal Council Inc.  
Attention: Human Resources Manager  
598 Lakeview Drive  
Kenora, ON  
P9N 3P7**

**Telephone: (807) 468-5551 \* Fax: (807) 468-3908 \* e-mail: [sricklefs@bimose.ca](mailto:sricklefs@bimose.ca)**

Applicants selected for an interview will be contacted.