



EMPLOYMENT OPPORTUNITY
-First Nation Student Success Coordinator-

PROGRAM: First Nation Student Success

LOCATION: Kenora Office or a Bimose member First Nation Office

SUMMARY:

The First Nation Student Success Education Coordinator is a regular full-time position, that is responsible for the overall co-ordination, supervision and delivery of the Bimose Tribal Council First Nation Student Success Program. The leader's immediate supervisor is the Executive Director of the Tribal Council and works with the project's Anishinaabe Student Achievement Committee comprised of members representing Bimose Tribal Council First Nations. She or he is responsible for the duties listed below.

GENERAL DUTIES:

- Coordinate all components of the FNSS program.
- Coordinate all components of other programs applied for under this FNSS program

SPECIFIC DUTIES:

- Maintain the program budget.
- Actively supporting the effective and equitable delivery of programs and resources to the participating schools.
- Maintain and enhance the local/school Anishinaabe language and cultural programming.
- Assisting with the initiating of a network with provincial school boards and other First Nation schools/organizations in order to actively pursue student improvement in all of the areas covered by the FNSS program.
- Analyze and report on all of the required data and indicators
- Monitor the delivery of professional development to all schools.
- Complete all reports and proposals
- Liaison with ISC and other funding agencies.
- Attend meetings, workshops and conferences, as required to gather new knowledge and information that would assist the program.
- Hiring and supervision of all FNSS staff.
- Conduct research and compile program data, interpret and present the finding to the ASA Committee
- Other duties as assigned by the ASA Committee and/or the Executive Director

QUALIFICATIONS:

- Bachelor of Arts/Science and/or Bachelor of Education.
- Excellent management and coordination skills and experience are required.
- Strong knowledge of the culture and traditions; Anishinaabe language would be an asset.
- Valid driver's license.

Preferred Qualifications:

- Member in Good Standing with Ontario College of Teacher or Manitoba Teacher Society
- Experience working in education/health and/or other public services.
- Extensive knowledge of the Ontario provincial education system.
- Experience in the education of Anishinaabe students.
- Awareness of the Treaties and First Nation governance.

SALARY: will commensurate with experience and education.

Along with their resume and cover letter applicants must submit a current criminal record check and three references with at least one from their last place of employment. The application must be submitted by **Thursday April 9, 2020 at 4:00 p.m. CDT**

PLEASE SUBMIT APPLICATION BY MAIL (marked as confidential), E-MAIL, IN PERSON, OR FAX TO:

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

Telephone: (807) 468-5551 • Fax: (807) 468-3908 • e-mail: reception@bimose.ca

Late applications will be returned. Only those applicants selected for an interview will be contacted.