



Kinnoomaadziwin Education Body

REGIONAL EDUCATION COUNCIL COORDINATOR (REC 1)

Full-time Employment Opportunity

SUMMARY

The Kinnoomaadziwin Education Body (KEB) supports Participating First Nations (PFN) in the delivery of their education programs and services. The Regional Education Council (REC) Coordinator plays a key role in the implementation of the Anishinabek Nation Education Agreement and the Master Education Agreement. As a liaison between the PFNs, District School Boards (DSBs), and the KEB, the REC Coordinator assists in the implementation of AES based services for the PFNs in their region. This includes implementing projects and initiatives, collecting feedback and REC input on various education matters, and assisting in the identification and development of services offered to the PFNs.

DUTIES AND RESPONSIBILITIES

- Identify regional educational needs and priorities for Participating AES First Nation communities from Region 1.
- Support education service and delivery, develop work plans, and review community priorities.
- Promote student success and well-being, support relationship-building, identify emerging trends, and identify opportunities for internal and external advocacy.
- Support relationship building and collaborative work among the PFNs, DSBs and other stakeholders.
- Plan and coordinate events, raise awareness of the AES among stakeholders, conduct community visits, establish strong working relationships with AES partners, etc.
- Report to the PFNs in regular REC meetings, as well as report to the KEB on project and work plan progress.
- Support the development of an annual budget for the REC, manage and report on fiscal matters related to the REC.

QUALIFICATIONS AND EXPERIENCE

- Minimum five years of experience in a First Nations or provincial education or school setting
- Post-secondary diploma/degree in Education or a related field
- project management and budgetary experience
- Excellent verbal communications skills
- Excellent organizational skills
- Proven self-starter and self-motivator
- Computer literacy (Word, PowerPoint, Excel, etc.)
- Strong interpersonal skills
- Dependability and reliability

HOURS OF WORK

The hours of employment will be between 8:30 am and 4:30 pm, with a one-hour break for lunch. However, the nature of this position is such that some overtime will be required (such as, on weekends and/or during the evenings).

Preference will be given to:

- members of the Participating First Nations or those of Indigenous ancestry,
- candidates who can speak Anishinaabemowin or Lunaapeew or have a willingness to learn.

The successful candidate will require a valid driver's licence and will be required to submit satisfactory criminal records check and comply with KEB personnel, financial, and other policies.

LOCATION

This is a remote position, with preference given to candidates that reside in Region 1 of the Anishinabek Education System. Some travel will be required (such as to Participating First Nation communities and to KEB meetings/events).

SALARY

\$63,627 minimum - Salary is dependent on candidates' qualifications, experience, and competencies.

CLOSING DATE

Applications for this position will be accepted until **4:30 p.m. on Thursday, August 1, 2024**. Interviews will take place the week of **August 6 to 9, 2024**. Only applicants selected for an interview will be contacted.

APPLICATIONS

Please submit your resume, cover letter, and three work related references to:

Colleen Sheriff
Human Resources Manager
Kinoomaadziwin Education Body
Suite 100-132 Osprey Miikan
North Bay, ON P1B 8G5
kebhr@a-e-s.ca