



**KINOOMAADZIWIN EDUCATION BODY**  
**Independent Contractor Opportunity**  
**Region 3 Community Profiles Project – “Leader’s Guide” Writer**

## **SUMMARY**

Kinooaadziwin Education Body (KEB) is seeking an Independent Contractor – Leader’s Guide Writer to develop a Leader’s Guide to accompany Community Profiles Resource Books for Participating First Nations within Regional Education Council #3 (REC 3).

This project includes the development of two volumes of the Leader’s Guide, aligned with Community Profile books, beginning with Volume 1 (Dokis, Henvey Inlet, Wahnapiatae) and followed by Volume 2 (Nipissing, Magnetawan, Wasauksing).

The Leader’s Guide will provide educators with ready-to-use, curriculum-aligned lesson plans grounded in community knowledge, Indigenous pedagogy, and culturally responsive teaching.

## **SCOPE OF CONTRACT**

The Independent Contractor will develop comprehensive, curriculum-aligned lessons for the Leader’s Guide using KEB templates. This includes instructional sections; culturally grounded lesson plans for Primary/Junior/Intermediate classrooms; differentiated and cross-curricular strategies; language supports; student resources; and blackline masters.

The role also includes close collaboration with KEB, community partners, editors, and publishers; participation in all editorial and review stages; responding to post-submission queries for up to 6–8 weeks; and delivering final, publication-ready content for both print and digital formats.

## **CONTRACT DELIVERABLES**

Deliverables include, but are not limited to:

- Volume 1 Leader’s Guide (Dokis, Henvey Inlet, Wahnapiatae)
- Volume 2 Leader’s Guide (Nipissing, Magnetawan, Wasauksing)
- All associated lesson plans, instructional resources, and blackline masters
- Final, publication-ready manuscripts

## **REQUIREMENTS/QUALIFICATIONS**

The successful contractor will demonstrate:

- Experience in curriculum writing, educational resource development, or instructional design
- Strong understanding of Indigenous education, Anishinaabe pedagogy, and community-based learning
- Excellent writing, editing, and organizational skills
- Experience working collaboratively with Indigenous communities, educators, and Elders
- Knowledge of Ontario Curriculum expectations is a strong asset
- High level of professionalism, reliability, and attention to detail

## **CONTRACT DETAILS**

- **Type:** Independent Contractor Agreement
- **Contract Term:** Project-based; timelines flexible and established collaboratively
- **Work Location:** Remote, with meetings and community engagement as required
- **Compensation:** Negotiated, based on experience and education, in accordance with KEB policies. Work-related travel is covered in accordance with KEB policies and budget.

**CLOSING DATE**

Applications for this Independent Contractor position will be accepted until filled.

**APPLICATION MUST INCLUDE**

- Cover Letter
- Resume or Professional Profile
- Work proposal, that includes proposed timelines & budget estimate
- Three Professional References

**PLEASE SUBMIT YOUR COMPLETE APPLICATION TO:**

Kristin Kewaquom  
Education Programs and Services Manager  
Kinoomaadziwin Education Body  
Suite 100-132 Osprey Miikan  
North Bay, ON P1B 8G5  
[Kristin.Kewaquom@a-e-s.ca](mailto:Kristin.Kewaquom@a-e-s.ca)

\* Preference will be given to members of the [Participating First Nations](#) or those of Indigenous ancestry.