



Kinooomaadziwin Education Body LANGUAGE STRATEGY AND PROGRAMS MANAGER PERMANENT, FULL-TIME JOB POSITION

SUMMARY

The Language Strategy and Programs Manager reports to the Director of Education for the Kinooomaadziwin Education Body (KEB). The Language Strategy and Programs Manager will supervise the Language and Culture team and will work closely with the KEB Management team, Regional Education Councils, Participating First Nations (PFNs), and other program partners to support the development and implementation of culture and language initiatives for the Anishinabek Education System (AES).

DUTIES AND RESPONSIBILITIES

- Leads KEB planning on cultural and language-based programs and services.
- Provide support on language and culture initiatives with the PFNs and the Regional Education Councils.
- Collaborate with Elders, Knowledge Keepers, language keepers/speakers, educators, stakeholders, and community partners to align learning goals with broader educational objectives.
- Manages the Language and Culture positions to implement the AES Language Strategy and language priorities of the regions.
- Works closely with the Management team to coordinate initiatives that relate to language and culture programs and services.
- Develop various communications (i.e. publications, reports, social media, PFN updates and other materials) related to language and culture programs and services.
- Support financial stewardship of language and cultural programming by:
 - Assisting in preparation of annual budgets and workplans;
 - Monitoring programming expenditures and budget performance; and,
 - Identifying resource requirements necessary to achieve strategic and operational objectives.
- Assigns, supervises, and evaluates the work of the Language and Culture team.
- Create and support a resource development plan that aligns with the PFN priorities and the strategic goals of the Anishinabek Education System.
- Responsible for supporting data-informed decision-making and continuous improvement of language initiatives.
- Establish and monitor performance indicators related to language and culture learning.
- Support the collection, analysis, and reporting of language and culture program data.
- Monitor and direct programs and services toward AES language strategy goals, Multi-Year Action Plan (MYAP) deliverables, and strategic plan activities.
- Maintain and organize the language repository.
- Works to ensure language and culture initiatives are community driven, culturally grounded and responsive to regional and PFN priorities.
- Assist and collaborate with the System Principal with the development of AES Anishinaabemowin and Lunaapeew courses, in collaboration with the First Nations, to be

recognized as credit earning towards the Ontario diploma.

- Plan, prepare materials, and facilitate professional development opportunities with Participating First Nations, as identified through the MYAP and by the First Nations.
- Work collaboratively with the Student Success Manager and the Joint Master Education Agreement Committee on deliverables outlined in the MYAP workplan.
- Participate in the Learning As We Go evaluation process related to the project activities.
- As required by the Director of Education, the Language Strategy and Programs Manager will perform other duties.

QUALIFICATIONS

- Post-secondary degree in the field of education,
- Ontario College of Teachers qualifications, and 3-5 years relevant classroom teaching experience.
- Fluency or approaching fluency in Anishinaabemowin.
- Minimum of five (5) years of experience working with Anishinaabemowin language initiatives and/or post-secondary education in a field that highlights planning and analysis.
- Knowledge of Indigenous language revitalization frameworks and wise practices.
- Experience in supervising and managing teams.
- Experience in curriculum design, writing and enhancement.
- Experience in developing and implementing strategic and operational work plans.
- Ability to develop and maintain effective working relationships with First Nation representatives, education partners, and staff.
- Excellent written and verbal communications skills.
- Strong group facilitation skills.
- Excellent organizational skills.
- Ability to coordinate multiple tasks.
- Computer literacy (Word, SharePoint, PowerPoint, Excel, etc.).
- Strong interpersonal skills.
- Dependability and reliability.
- Creativity and innovation.

LOCATION & HOURS OF WORK

This is a flexible position, with workdays split between a home office and the KEB head office, located at Suite 100-132 Osprey Miikan, Nipissing First Nation, North Bay. Regular hours are 8:30 am to 4:30 pm, including a one-hour lunch break. The role may sometimes require travel or working some evenings or weekends.

SALARY & BENEFITS

The salary for this position is \$119,281.15 to \$126,545.37, based on your qualifications, experience, and competencies. We offer a competitive benefit package (health, dental, vision), pension plan (Ontario Teachers' Pension Plan or Group Pension Plan) and a supportive work environment dedicated to your professional growth.

CLOSING DATE

We are accepting applications until 4:30 p.m. on Friday, **September 18, 2026**. Interviews are scheduled the week of **September 28, 2026**. Please note that only those selected for an interview will be contacted.

HOW TO APPLY

We encourage applications from members of the Participating First Nations or individuals of Indigenous ancestry. Proficiency in Anishinaabemowin or Lunaapeew is an asset, though a willingness to learn is equally valued. The successful candidate will be required to hold a valid driver's license, submit a satisfactory criminal records check, and comply with KEB's policies. 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