



CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION

EMPLOYMENT OPPORTUNITY

INDIGENOUS LEAD - FULL TIME POSITION

PROGRAM AREA:	EDUCATION SERVICES
POSITION TITLE:	INDIGENOUS LEAD
REPORTING PROTOCOL:	REPORTS TO THE DIRECTOR OF EDUCATION/DESIGNATE

POSITION: The Indigenous Lead is responsible for supporting Kettle and Stony Point First Nation students both on and off reserve in educational success in accordance with Chief and Counsel and the Education Committee's directives and policies. Reporting directly to the Director of Education, their duties include advocating for KSP students to ensure an equitable and supportive education which will prepare them for successful and fulfilling futures. The Indigenous Lead will aspire to maintain collaborative and cohesive relationships with all on-Nation and off-Nation supportive organizations who offer educational programming for Kettle and Stony Point First Nation students, as well as all school authorities our students attend. The Indigenous Lead will supervise the overall operations of the Student Advocacy Program, in collaboration with the Director of Education. This includes supporting research initiatives into best practices, data collection and interpretation, consultation regarding the creation of agreements and policies with internal and external stakeholders, consultation with provincial school boards to advocate for equitable and inclusive practices and change, and the compilation and presentation of reports on departmental actions to the Director of Education. Further, the Indigenous Lead will provide reports to the Director of Education regarding additional needs that may require changes in funding, policies, and staffing. The Indigenous Lead will be responsible for sitting on several committees to participate in collaborative efforts which will support Kettle and Stony Point First Nation student success. They will also participate in and arrange targeted professional development for the program, to ensure the continued adherence to best practices in the field of education and equity, diversity, and inclusion.

ABILITIES REQUIRED:

- A commitment to the language, culture, and traditions of the Anishinaabe people.
- The capacity to envision and implement a cohesive set of services and programs to meet the needs of Indigenous students and their families.
- A deep understanding of the social, academic, and cultural challenges facing Indigenous youth in education settings.
- Access to funding sources for Indigenous youth (e.g., Jordan's Principle, Indigenous Services Canada, the Southwest Secretariat).
- Access to and utilization of federal, provincial, and municipal agencies with a youth mandate.
- Strategies for incorporating Indigenous perspectives and pedagogies in student learning.

EDUCATION/PROFESSIONAL REQUIREMENTS:

- College Diploma or Undergraduate degree in a relevant field.
- Valid Ontario College of Teachers certification is preferred but not required.
- Experience working in the field of education.
- Experience working in one of the following fields would be an asset: data collection, management, and reporting; student advocacy; education administration; finance; other related fields.
- Experience in Indigenous schools preferred.

- Administrative experience in an educational setting preferred.
- Excellent verbal, written and communication skills.
- Must be proficient with the use of computers including Microsoft Office (Word, Excel, PowerPoint) and Internet usage, as well as any relevant educational software.
- Must pass a criminal record background check (CPIC), vulnerable sector screening and provide proof of vaccination.

PREFERENTIAL HIRING REQUIREMENTS:

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN' General Principles of the Human Resource Management Policy, section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.
- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide a copy of their Diploma and other related certificates.
- Applicants must consent to a full background check upon hiring.

REPOSTED

**PLEASE SUBMIT YOUR SEALED APPLICATION, COMPLETE WITH A DETAILED RESUME
AND A MINIMUM OF THREE (3) WORK RELATED REFERENCES
BY November 15th, 2023, AT 4:00PM**

TO: Chippewas of Kettle & Stony Point First Nation,
ATTN: **Human Resources: Indigenous Lead**
Email to: hr.assistant@kettlepoint.org
Mail to: 6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1
Fax: 519-786-2108

A full Job Description is available please contact the HR Assistant at hr.assistant@kettlepoint.org or call 519 786 2125 ext. 115 Interviews will be scheduled shortly after the closing date.

ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT