



Chippewas of the Thames First Nation Board of Education  
324 Chippewa Rd.  
Muncey, ON N0L 1Y0  
Tel: (519) 289-0621 Fax: (519) 289-0633

## **JOB POSTING** **EDUCATION DIRECTOR**

The Chippewas of the Thames First Nation Board of Education are accepting resumes for the position of **EDUCATION DIRECTOR** until **April 14, 2020 AT 4:00 P.M.**

### **QUALIFICATIONS**

#### **EDUCATION**

- Possess a graduate or undergraduate university degree in education, public administration, business administration or a related field.
- Teaching Certificate would be an asset.
- Human resource experience would be an asset.

#### **EXPERIENCE**

- Five (5) years of work experience in a senior management position for a First Nation, public sector, or government service agency.
- Experience writing proposals, policies, procedures and reports.
- Experience working with schools and school boards.

#### **KNOWLEDGE REQUIREMENTS**

- Knowledge of the Ojibwe culture and traditions. The ability to speak or understand the language would be an asset.
- Knowledgeable of federal and provincial legislation, regulations and programs as they relate to First Nation Education operations and First Nations student learning needs.
- Knowledgeable of and experience in the delivery of educational program and service requirements for First Nations students.
- Knowledgeable of relevant Master Tuition Agreements and experienced in working with provincial education authorities in area of First Nations students' learning success.
- Knowledgeable of and experience in utilizing project management techniques.
- Knowledgeable of the discipline of organizational behaviour.
- Knowledgeable of and experience in community development and strategic planning activities.

#### **SKILLS/ABILITIES**

- Must be self-directed and able to work as part of a multi-disciplinary team.
- Wide variety of knowledge relating to computer applications and functions.
- Excellent leadership and oral and written communication skills.
- Developed interpersonal skills and ability to effectively work with management, employees and community members.
- Good analytical, problem-solving, and conflict resolution skills.
- Be able to work overtime to meet deadlines and the demands of emergency situations.
- Ability to work independantly and within a team environment.

#### **OTHER REQUIREMENTS**

- Must provide a Vulnerable Sector Check.
- Possess a valid Ontario driver's license and dependable insured vehicle.

**INTERESTED APPLICANTS must submit a covering letter, resume, copies of qualifications, three (3) recent work related reference letters and current police record/vulnerable persons check (within one year of current date) in a sealed envelope marked "APPLICATION FOR EDUCATION DIRECTOR" to:**

Chantal Fisher, Education Administrative Assistant  
Chippewas of the Thames First Nation Board of Education  
324 Chippewa Road  
Muncey, Ontario N0L 1Y0

**NOTE:** For a copy of the full job description please contact the Board of Education Office at (519)289-0621.

*NOTE: We thank all applicants for applying however only those selected for an interview will be contacted. Preference will be given to Aboriginal People. Chippewas of the Thames is an equal opportunity employer.*