

INTERNAL/EXTERNAL POSTING EMPLOYMENT OPPORTUNITY

Position: Student Activities Coordinator

Summary:

Formed in 1988, Matawa First Nations Management (Matawa) is a Tribal Council providing services to nine member communities in Northern Ontario. The organization is dedicated to providing its members with advisory and support services in the areas of communications, economic development, education, finance and business, health, membership and technical services.

The Matawa Education Department supports quality, accessible, community-based educational services for eight Matawa First Nation communities: Aroland, Eabametoong, Ginoogaming, Long Lake #58, Marten Falls, Neskantaga, Nibinamik, and Webequie First Nations. In addition to providing advisory services to Education Authorities and Matawa First Nation leadership, the Education Department administers post-secondary support services for 5 Matawa First Nations; operates the Matawa Education and Care Centre (MECC), a private secondary school located in Thunder Bay; and coordinates the Student Nutrition Program for 8 schools/sites.

The MECC located in Thunder Bay, Ontario, provides a unique learning environment to support students as they move toward the successful completion of their secondary education and continue on their pathways to work, training or post-secondary education programs.

Matawa is inviting applications for the position of **Student Activities Coordinator** with the Matawa Education Department.

As a member of the MECC team, the Student Activities Coordinator is responsible for administering and delivering programs for Matawa youth attending high school at the MECC and provincial schools in Thunder Bay. The Student Activities Coordinator will consult with MECC staff, students, and Matawa community representatives to determine their needs and



develop

programs in response to those needs.

We offer competitive salary commensurate with education and work experience. The successful applicant will be required to submit a current Criminal Record Check and TB skin test. This is a contract position to June 26, 2020, with the possibility of extension pending funding for the position and successful evaluation.

Preferred Qualifications/Requirements:

- Minimum College diploma, ongoing or complete, in one of the following areas: Community Services (Child & Youth Worker; Recreation and Leisure; Social Service Worker; ECE); or equivalent community work experience
- Successful completion of Aboriginal specific programs (Community advocacy, education, family and child services); or equivalent community work experience
- Knowledge and understanding of First Nation education
- Demonstrated ability to work effectively with staff, parents, administration, government departments and First Nation organizations
- Knowledge of Ojibway will be considered an asset
- Valid Ontario Driver's License
- Current criminal records check and vulnerable records check
- Current TB skin test

Please submit cover letter with resume and three employment references to:

Matawa First Nations Management
RE: MECC Student Activities Coordinator
200 N. Lillie St
Thunder Bay, Ontario
P7C 5Y2
Fax: (807) 768-3301
Email: education@matawa.on.ca

Closing Date: December 1, 2019

Thank you for your interest in working with the Matawa Learning Centre, however only successful applicants will be contacted.

