

## INTERNAL/EXTERNAL POSTING RE-POSTED 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.

**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](mailto:education@matawa.on.ca)

**Closing Date: September 24, 2020**

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

