



JOB OPPORTUNITY

Kiikenomaga Kikenjigewen Employment and Training Services is looking for dynamic, qualified and committed individual for the following position:

Apprenticeship Program Manager (Internal/External)

Background:

KKETS provides culturally appropriate opportunities for education, training and employment by providing professional advisory, support services, relevant systems and programs to empower individuals to take initiative for change in their own lives.

Position Summary: The Apprenticeship Program Manager is responsible for planning, coordinating, and managing all activities relating to the Apprenticeship Program. The Apprenticeship Program Manager will execute upon the program in accordance with the pre-established project plan for the program and will implement strategies to improve the quality of Apprenticeship delivery, quality and growth of our clients Apprenticeship provision.

Preferred Qualifications and Experience:

The ideal applicant will have:

- 3+ years education related work experience;
- University degree (Business, Human Services, Education) or equivalent combined community work experience;
- Red Seal Certification is considered an asset but not required
- 3-5 years of progressive project management and coordination experience
- 3-5 years of human resources and financial management experience
- Must have proven proposal writing experience
- Knowledge of Aboriginal Employment & Training;
- Fluency in Cree, Ojibway or Oji-Cree is considered an asset

Applicants will also have excellent oral and written communication skills; interpersonal and leadership skills; stress management skills, administration, knowledge of government and First Nations; and hold a valid driver's license or the ability to obtain.

For additional information, including specific qualifications for the position, please view the Job Description at the Matawa website: www.matawa.on.ca.

Deadline: Tuesday May 4, 2021 @ 4:00PM

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

Kiikenomaga Kikenjigewen Employment and Training Services

Dave Neegan, Executive Director

RE: Apprenticeship Program Manager JOB POSTING

COMPETITION

28 N. Cumberland Street, 3rd Floor, Thunder Bay ON P7A 4K9

Or Fax to: (807) 768-4471

Or Email to: careers@matawa.on.ca

We thank all who are interested, however only those candidates selected for an interview will be notified.