

INTERNAL POSTING EMPLOYMENT OPPORTUNITY

Position: (1) **Matawa Waka Tere – Assistant Instructor: Thunder Bay Oji-Cree**

Background:

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 seven Matawa First Nation communities: Aroland, Eabametoong, Ginoogaming, 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 Matawa First Nations; operates the Matawa Education & Care Centre (MECC), a private secondary school located in Thunder Bay; and coordinates the Student Nutrition Program for 8 schools/sites.

Matawa is inviting applications for one (1) part-time (17 hours/week) positions as **Matawa Waka Tere – Assistant Instructor: Thunder Bay Oji-Cree** with the Matawa Education Department.

Position Summary:

The Assistant Instructor will assist and support the Tutor Instructor in the delivery of the Certificate III in Indigenous Pathways to Speaking the Language (YEAR ONE) program using the National Indigenous Kikinomagewin Anishinaabemowin (N.I.K.A) Year One Curriculum/Circulum

The assistant will be responsible for assisting and supporting the Instructor and students in the implementation of the Program curriculum by means of the Matawa Waka Tere delivery methodology and class-related Program administrative duties. The Assistant Instructor will also assist and support the Instructor with Lesson preparations and may need to attend meetings and trainings if hours allow. This role is vital in Matawa First Nations goal of achieving language revitalization within the nine Matawa communities and Thunder Bay.

Key Job Duties:

- Assist in delivery of program to 2 Classes of 20 Students per class.
- Class contact (face to face) of 3 hours, 2 times per week, per class for a duration of 32 weeks.
- Provides assistance to the Instructor and students
 - by understanding the Lesson schedule
 - by applying the Language Scripts
 - by speaking the language through curriculum content and activities
 - ensuring the basic resource needs of the students are met and assist with preparation and pack down duties of the classroom learning space.



- by ensuring students sign the Attendance Register every Lesson
- by assisting and supporting students to complete Evaluations
- Other Administration duties – Please see Job Description

Required Competencies:

- be fluent in the targeted language being taught from the following: (Ojibway. Oji-Cree. Cree) or successfully completed Certificate III Year One Program
- teaching experience is a bonus however it is not a requirement
- willing to complete the 2-Week MWT Methodology and Program Curriculum training
- have some knowledge of cultural events
- have experience in Roman Orthography
- have sufficient command of an indigenous language and/or syllabic writing
- have excellent writing skills and be an effective communicator.
- have exceptional Time Management skills
- have good knowledge of the WORD program.

Language of Work:

- Good written and verbal communication skills in English and Oji-Cree Indigenous Language that will empower the target languages

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

We offer competitive salary commensurate with education and work experience.

Closing Date for Applications: Open until filled

Please send your cover letter and resume with three employment references to:

Matawa First Nations Management

Attn: Georgette O'Nabigon

RE: MATAWA EDUCATION MATAWA WAKA TERE ASSISTANT INSTRUCTOR: THUNDER BAY OJI-CREE COMPETITION

200 Lillie St. N

Thunder Bay, Ontario P7C 5Y2

Fax: (807) 768-3301

Email: education@matawaeducation.ca

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

