

INTERNAL/EXTERNAL POSTING EMPLOYMENT OPPORTUNITY

Position: Education Partnership Program (EPP) Liaison (Full-time)

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, Nibinamik, Long Lake #58, Ginoogaming, Neskantaga, 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 6 communities.

At this time, Matawa First Nations Management invites applications from qualified applicants for the position of Education Partnership Program in the Matawa Education and Care Centre (MECC) located in Thunder Bay, Ontario. The MECC 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.

Position Summary:

Reporting to the Executive Director of the Education Department and the Pathways to Achieve Student Success (PASS) Manager, the Education Partnerships Program (EPP) Liaison undertakes assigned activities in support of the EPP Joint Implementation Plan that are designed to improve the scope and quality of education programs and services available to Matawa First Nations students attending provincially funded schools. This position is critical to the successful



completion of EPP educational initiatives and for maintaining effective liaison with First Nations and assigned Provincial District School Boards (DSBs) and their respective schools.

Preferred Qualifications/Requirements:

- A degree in Education or Administration, and 5 years experience as an education administrator, or equivalent combination of education and experience;
- Experience in education leadership at the school or board/district level;
- Knowledge and understanding of First Nation and Ontario education systems;
- Knowledge of current issues, challenges and delivery models related to First Nation education;
- Confidentiality requirements within an office environment.
- Use of social media (e.g., Facebook) and online platforms for business communication and collaboration.
- Knowledge of Ojibway, Cree or Oji-Cree is considered an asset

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

Salary: \$65,000 annually

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

Matawa First Nations Management
ATTN: Executive Director of Education
200 Lillie St North
Thunder Bay, Ontario P7C 5Y2
Email: careers@matawa.on.ca

Closing Date: Friday, September 18, 2026, by 4:30 pm

We thank all applicants for their interest in working with Matawa First Nations Management, however only those selected for an interview will be contacted.

