

## First Nations Education Steering Committee

Suite #113-100 Park Royal South, West Vancouver, BC V7T 1A2  
P: 604-925-6087 Toll-Free: 1-877-422-3672

FNESC Careers [www.fnesc.ca/employment](http://www.fnesc.ca/employment) [jobs@fnesc.ca](mailto:jobs@fnesc.ca)



## Manager, First Nations Languages Programs and Funding

### Join us to make a lasting impact!

The First Nations Education Steering Committee (FNESC) is an independent society led by a strong and diverse board of about 100 First Nations community representatives. FNESC is committed to improving education for all First Nations students in BC. FNESC works in partnership with the First Nations School Association (FNSA), and the Indigenous Adult Higher Learning Association (IAHLA), as well as other partner organizations.

We are currently searching Manager, First Nations Languages Programs and Funding to play a key role in supporting our commitment to improve education for all First Nation students in BC. This position reports to the Executive Director and will be FNESC's primary subject matter expert and champion for all student mental health and wellness programs.

### Duties and Responsibilities

1. Overseeing FN Languages and Culture program funding/allocations, including oversight of the allocations process, reviewing of allocations work plans and reports, and supporting the implementation and/or development of languages allocations work plans;
2. Analyzing data and trends for First Nations languages programming in First Nations schools to inform practice;
3. Confirming completion of all funding activities, including final reports, interim-reports and work plans;
4. Interacting with FN community members and providing one on one community support for school and community languages and culture education programs;
5. Supporting the development of FN languages and culture materials and education resources for FN communities and FN schools;
6. Ensuring that FN communities are informed of all (current and new) languages and culture funding opportunities;

### Requirements:

The position will require an individual who has the following certifications, knowledge, experience, skills and characteristics.

- Bachelor's Degree in relevant area (e.g. Business administration, commerce, public administration, First Nations studies or a similar social science degree);
- Minimum of 3 years of teaching experience and 3 years' experience working in the field of program management or administration;
- Experience with funding and budgeting;

## First Nations Education Steering Committee

Suite #113-100 Park Royal South, West Vancouver, BC V7T 1A2  
P: 604-925-6087 Toll-Free: 1-877-422-3672

FNESC Careers [www.fnesc.ca/employment](http://www.fnesc.ca/employment) [jobs@fnesc.ca](mailto:jobs@fnesc.ca)



- An understanding of languages revitalization as it pertains to schools, an understanding of languages immersion schools and/or languages nests and adult programming;
- Experience in testing and evaluation, project management, organization, facilitation and recognition of prior learning.

This is a full time position preferably based out of the FNESC Office in West Vancouver, BC. The normal office hours are Monday to Friday from 8:30am to 4:30pm. Some weekend and evening work will be required, as will travel throughout the province of BC.

The salary for this position is \$80,000.00 per year.

We offer full-time meaningful work in a professional, friendly, and respectful office environment which is easily accessible by transit and right next door to Park Royal Mall. We enjoy having occasional lunches together as a team – pizza is one of our favourites. Our benefits and pension plans are above average, as is our vacation entitlement. We also offer professional development and a health and wellness subsidy for all of our employees.

We thank everyone who applies for their interest in FNESC. Unfortunately, due to the volume of applications, we are only able to respond to those applicants who are selected for an interview. We cannot respond to telephone or email inquiries.

Please send your resume and cover letter to [jobs@fnesc.ca](mailto:jobs@fnesc.ca).