

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 jobs@fnesc.ca



Manager, Local Education Agreements (LEA)

Join us to make a lasting impact! An excellent work-life balance is waiting for you!

The First Nations Education Steering Committee (FNESC) is currently looking for a dedicated, energetic and organized Manager, Local Education Agreements (LEA) to join our hard-working Executive Services and Community Support team who work collaboratively and diligently to improve education for all First Nations students in BC.

The Manager, LEA develops structures, mechanisms and instruments to support the effective implementation of LEAs that increase provincial school accountability and improve First Nation student outcomes. This includes conducting complex strategic research and policy analysis and defining, analysing, developing, evaluating policies and legislation. The Manager, LEA will also provide advice and support to First Nations in developing and negotiating LEAs. This includes traveling to First Nations communities to support them in preparing for LEA negotiations, building capacity, and reviewing data and other information. In addition, the Manager, LEAs will oversee work related to the implementation of BCTEA schedule G – Transportation, to ensure First Nation Students have transportation services to BC Public Schools.

Since 1992, FNESC, led by a strong and diverse board of over 125 First Nations community representatives, has worked in partnership with the First Nations School Association (FNESA), and the Indigenous Adult Higher Learning Association (IAHLA). Communications, research, partnership-building, resource development and advocacy are all part of the work we do to advance issues in First Nations education.

What We Offer:

- The salary for this position is \$91,052.00 per year;
- Four (4) weeks of vacation as well as two (2) weeks of vacation at Christmas time (with the latter being subject to annual board approval);
- Well above-average benefits plan that is 100% paid for by FNESC, that includes: extended health care, dental care, and vision care;
- Well above-average employer matched pension plan;
- The potential for partial work-from-home;
- Career advancement opportunities in a fast-growing organization (approximately 30% of current FNESC employees have been promoted into their current role);
- Generous annual professional development subsidy;
- Generous wellness subsidy;
- 35-hour working week;
- Regular employee appreciation events such as our annual Summer Barbeque and Christmas Party.
- Respectful work environment with a stellar work-life balance.

Duties and Responsibilities:

1. Advocacy, Policy and Political Support

- Supports the Executive Director and Director of Executive Services and Community Support and works with the other FNESC managers in developing advocacy materials, and in implementing advocacy strategies to improve the quality of education for First Nations learners;
- Manages and prepares responses to federal, provincial and other policy, program and legislative initiatives that affect the interests of FNESC and First Nations communities, or impacts LEAs;

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- Participates in, or chairs, committees; makes presentations to various internal and external groups; provides technical assistance, advice, direction and information to various stakeholders and staff. Supports FNESC programs, positions, and sub-committee activities, as well as those of FNESC's affiliates;

2. Research and Policy Development

- Conducts and oversees analysis and research related to Status On-Reserve students, the "How Are We Doing" report, student achievement rates, and other data;
- Makes recommendations to support the advancement of First Nations education through LEAs;
- Keeps abreast of developments with BC First Nations, education partners, government agencies, boards, provincial and national working groups, political bodies and other education stakeholders. Conducts research in areas of legislation, policy, program and service delivery and other key areas;

3. Support for First Nations Communities

- Travels to First Nations communities to provide support with the preparation of LEA negotiations;
- Participates in meetings between First Nations communities and School Districts to support negotiations;
- Building capacity in First Nations communities by promoting the LEA Toolkit;

4. Managerial Support

- Provides managerial level administrative support to the Director of Executive Services and Community Support;
- Provides managerial support for new FNESC initiatives under the guidance of the Director of Executive Services and Community Support;

5. Planning

- Provides managerial assistance to the Executive Director and the Director of Executive Services and Community Support, and other senior level employees with program and policy planning, development and implementation.

What We're Looking For:

- Thorough knowledge and understanding of First Nations history, culture, and education issues in BC is required;
- A minimum of a Bachelor's Degree in Education, Political Science, Policy, or a related field;
- A minimum of three (3) years of experience in education;
- A minimum of three (3) years' experience in public policy analysis and development, and/or senior administration including experience working with non-profit organizations, Boards and committees, or an equivalent combination of training and experience;
- A satisfactory criminal records check;
- Ability to collect, analyze and interpret statistical, technical and narrative data, and to prepare clear and concise reports and correspondence;
- Ability to interpret and apply objectives, rules and regulations to formulate strategies and prepare recommendations regarding policy alternatives to First Nations education issues, interests and related matters;

We offer full-time meaningful work in a professional, friendly, and diverse 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 favorites.

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This is a full-time, permanent position with most of the work being done between 8:30 a.m. and 4:30 p.m. However, the nature of this position is such that occasional work outside of those hours, including weekend work, may be required.

FNESC requires that all FNESC staff be fully vaccinated for COVID-19 for two reasons: First, because FNESC takes its responsibility to create and maintain a healthy workplace very seriously. And, second, because many of our staff attend First Nations communities in-person. Some First Nations have unique requirements and vulnerabilities related to communicable diseases like COVID-19, and FNESC always respects the needs of First Nations.

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