

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

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Specialist, Graduation Programs

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

The Specialist, Graduation Programs is an important role in FNESC's Secondary Graduation department. This position reports to the Senior Manager, Graduation Programs.

The Specialist, Graduation Programs is part of the Secondary Graduation team and is responsible for supporting schools that offer grade 10-12 courses to develop their program to provide as many and as wide a range of credit-earning opportunities to their students as possible.

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 (FNSEA), 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 \$82,482.00 per year;
- 8-weeks of paid vacation per year, based on the school year. (5 weeks in July and August, 1 week at Spring Break, and 2 weeks at Christmas being subject to annual board approval);
- Well above-average benefits plan that is 100% paid for by FNESC, that includes: extended healthcare, dental care, and vision care;
- Well above-average employer matched pension plan;
- Generous annual professional development subsidy;
- Generous wellness subsidy;
- Regular employee appreciation events;
- Respectful work environment with a stellar work-life balance;
- Opportunity to see beautiful British Columbia close up;
- Being part of a multi-disciplinary team made up of educational professionals, speech language pathologist, occupational therapists, assessment coaches, etc.

Duties and Responsibilities:

- Developing courses for adult learners for the FNESC Moodle;
- Training certified teachers in First Nations schools to use courses hosted on the Moodle as a tool to access the BC Curriculum;
- Supporting the development and implementation of: First Nations Authorized Courses, First Nation External Credentials, and/or Modular Courses;

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- Supporting the development and implementation of processes related to alternate methods for earning credits such as: Challenge, Equivalency and/or Prior Learning Assessments;
- Supporting First Nations schools to access Dual Credit courses;
- Connecting schools with relevant educational partners;
- Implementing regional professional development sessions to inform and support First Nation schools about various opportunities for students to earn credits towards graduation.

What We're Looking For:

- Valid BC Teaching Certificate;
- Minimum of 3 years' experience working secondary graduation programs preferably in First Nations schools;
- A minimum of a Bachelor's Degree in Education;
- Excellent verbal and written communication skills;
- Thorough knowledge and understanding of the graduation and school completion programs in BC;
- An understanding of First Nations education issues, particularly how overt and/or systemically racist practices negatively impact educational programming and graduation outcomes.

Hours

This is a salaried full-time position. Frequent travel is required throughout the province of BC.

FNESC requires that all FNESC staff have at least two doses of COVID-19 vaccine 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.