



EMPLOYMENT OPPORTUNITY
INTERNAL / EXTERNAL POSTING
Program Manager
Indigenous Land Stewardship Studies
Main Campus

NEC Native Education College is a large private Indigenous college in Vancouver and works with First Nations and Indigenous organizations to deliver programs in locations throughout British Columbia. We strive to combine academic excellence with a strong commitment to First Nations community-based education and the best practices of adult education. Our programs have Indigenous content and delivery methods and offer credit transfer to colleges and universities. The Indigenous Land Stewardship (ILS) program offers students career preparation in land and resource management as well as a gateway to higher education. The one-year certificate program consists of ten courses rooted in Indigenous knowledge of land, community, and ecology.

Position Summary:

The Program Manager will provide direct oversight to the in-person and online ILS programs including the recruitment and retention of students, reviewing, and developing curriculum, instruction of at least one course, supervision of staff, and other administrative tasks. The manager may be called to engage in other duties at NEC such as committees and/or ceremony, as appropriate.

Qualifications:

Any combination of education and work experience as follows will be considered.

- Bachelor's degree in a related field (Master's degree is preferred);
- Experience using traditional ecological knowledge in the analysis of Indigenous economic, social, political and intellectual issues;
- Significant teaching experience, preferably in post-secondary education;
- Proficiency in delivery of educational content using programs such as Moodle and MS Teams;
- Knowledge of Indigenous values, communities, and instructional methodology.
- Indigenous ancestry preferred, or extensive experience working with Indigenous organizations with demonstrated allyship and cultural sensitivity.
- Excellent verbal, written, and computer communication skills.
- Experienced in program management and supervision of staff and students.

Terms:

Appointment to this full-time Regular position will require a formal criminal record check, the details of which may preclude finalizing an offer of employment. Preference will be given to qualified Indigenous applicants. NEC encourages members of equity-seeking groups to apply.

Closing Date:	Open until filled
Start Date:	As soon as possible
Hours:	Monday to Friday, 8:30 am to 4:30 pm.
Salary:	\$34.44 (As per Collective Agreement)

Application Details:

Please submit your resume, names of three references from related work experience, and a cover letter outlining your interest and detailing how you meet the above qualifications. Only short-listed applicants will be contacted. Address your application to:

Hiring Manager
NEC Native Education College

285 East 5th Avenue
Vancouver, BC V5T 1H2

E-Mail: hiring@necvancouver.org
