



## EMPLOYMENT OPPORTUNITY

Internal / External

### Cultural Coordinator

Main Campus

NEC respects the ancestral and unceded territory of the x<sup>m</sup>məθkwəyəm (Musqueam), Skwxwú7mesh (Squamish), and Səlílwətaʔ/Selilwitulh (Tsilil-Waututh) Nations. NEC is dedicated to the Peoples of these territories and beyond. We are centering our Nations, one learner at a time. In doing this work collectively, we demonstrate that commitment is more than just showing up.

NEC is committed to protecting and upholding the dignity, safety, and identities of our Indigenous learners. We honor traditional values and Indigenous knowledge, fostering learners' identities, aspirations, and sense of belonging. Our academic programming and wrap-around supports are aligned with the Longhouse Values of the Host Nations.

#### **Position Summary:**

The Cultural Coordinator supports the delivery of culturally grounded programming that strengthens learner belonging, community connection, and the integration of Indigenous knowledge systems across NEC. This role provides daily support to Elders-in-Residence, coordinates cultural activities and workshops, and fosters meaningful relationships with students, Elders, Knowledge Keepers, and community partners.

The Cultural Coordinator ensures all programming follows cultural protocols, reflects Longhouse values, and contributes to a culturally safe, welcoming, and inclusive campus environment. Working closely with Student Services, Longhouse leadership, and academic teams, this role enhances the student's experience through cultural engagement, community building, and operational support for events and programming.

#### **Qualifications:**

- Diploma or bachelors in a related field such as Indigenous Studies, Social Services, Education, or an equivalent combination of training and experience.
- Minimum of two (2) years of experience supporting cultural programming, community engagement, or event coordination.
- Demonstrated understanding of Indigenous cultural protocols, knowledge systems, and community practices.
- Strong organizational, coordination, and communication skills with the ability to manage multiple priorities.
- Proven ability to build respectful relationships with students, staff, Elders, Knowledge Keepers, and community partners.
- Experience working within Indigenous or community-based organizations is considered an asset.
- Ability to work both independently and collaboratively within a team-oriented environment.

#### **Terms:**

Appointment to this full-time 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.

<b>Closing Date:</b>	Open until filled.
<b>Start Date:</b>	Asap
<b>Hours:</b>	Monday-Friday, 8:30 am to 4:30 pm- 35 hrs./week
<b>Salary:</b>	\$35.92/hr. As Per Collective Agreement
<b>Position:</b>	Unionized

#### **Application Details:**

Please submit your resume, names of three references from related work experience, a copy of your credentials and current related licenses 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  
Native Education College

285 East 5<sup>th</sup> Avenue  
Vancouver, BC

E-mail: [hiring@necvancouver.org](mailto: hiring@necvancouver.org)  
V5T 1H2