



**EMPLOYMENT OPPORTUNITY**  
Internal / External  
**Regular Instructor Full Time (Temporary)**  
**Office Administration & Employment Training**  
**Certificate Program**  
Main Campus

NEC respects the ancestral and unceded territory of the x̱m̱əθkwəy̱əm (Musqueam), Skwxwú7mesh (Squamish), and Səl̓ílwətaʔ/Selilwitulh (Tseil-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.

**Qualifications:**

- Bachelor's degree in a relevant field: a Business or Education degree will also be considered.
- As equivalent combination of education and work experience will be considered
- A minimum of 2 years post-secondary instructional experience
- Knowledge of and successful experience with Indigenous adult instructional methodology. Indigenous ancestry or extensive experience working with indigenous organizations.
- Trauma-informed practices to create a supportive and understanding learning environment.
- Proficiency working online and adapting to a hybrid teaching environment
- Preparation of educational materials for interactive classroom sessions, prioritizing student engagement and individualized learning
- Develop and administer lesson plans/exams/assignments/projects, and overall course assessment of the students' work while ensuring students' awareness of course objectives and NEC's Longhouse values and expectations.
- Excellent verbal, written and computer communication skills.
- Experience of MS Office including Word, Excel, Power Point, Access, Outlook, Teams, Zoom, Canva, including Moodle or equivalent LMS platform.

**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>	August 24, 2026
<b>Hours:</b>	Monday-Friday, 8:30 am to 4:30 pm- 35 hrs./week
<b>Salary:</b>	\$41.66/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