

EMPLOYMENT OPPORTUNITY

Internal / External

Regional Navigators

Online

NEC respects the ancestral and unceded territory of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and Səlilwətaʔ/Selilwitulh (Tsleil-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:

Regional Navigators help grow NEC's presence across British Columbia by connecting with Indigenous communities, partners, and prospective learners. They focus on building relationships, sharing information about NEC programs, and supporting prospective students from first contact through registration.

This role strengthens NEC's visibility in the region, promotes programs in a culturally respectful way, and supports steady enrollment growth through outreach, partnership development, and grounded community engagement.

Qualifications:

- Bachelor's degree in business administration, Communications, Marketing, Community Development, Indigenous Studies, or a related field.
- Minimum of three (3) years of experience in student recruitment, sales, community engagement, or partnership development.
- Demonstrated success meeting or exceeding recruitment, enrollment, or conversion targets.
- Experience working with Indigenous communities, post-secondary institutions, or non-profit organizations.
- Strong understanding of relationship-based recruitment and community-grounded engagement practices.
- Excellent communication, presentation, and interpersonal skills.
- Ability to work independently, manage priorities, and meet performance expectations.
- Strong organizational and analytical skills.
- Proficiency with Microsoft Office.
- Ability to pass a criminal record check.

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.

Closing Date:	Open until filled.
Start Date:	Asap
Hours:	Monday-Friday, 8:30 am to 4:30 pm- 35 hrs./week
Salary:	\$45-55K/yr.
Position:	Excluded

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 5th Avenue
Vancouver, BC

E-mail: hiring@necvancouver.org
V5T 1H2