

EMPLOYMENT OPPORTUNITY

Internal / External

Manager of Academics

Main Campus

NEC respects the ancestral and unceded territory of the xʷməθkʷəʔəm (Musqueam), Skwxwú7mesh (Squamish), and Səlílwətaʔ/Selilwutlh (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:

The Manager of Academics oversees the day-to-day academic operations and instructional delivery of NEC's online programs. The role supports faculty, learner success, classroom operations, and academic consistency, ensuring all programs are delivered in alignment with institutional standards, approved curriculum, and Longhouse values.

Working closely with academic leadership, Program Managers, and Student Services, the Manager of Academics strengthens operational excellence, supports culturally grounded learning environments, and ensures high-quality in-person educational experiences for learners.

Qualifications:

- Master's degree in education or a related field, or an equivalent combination of education and experience.
- Minimum five (5) years of experience in academic delivery, program management, or instructional leadership.
- Demonstrated experience working with post-secondary teaching or learning environments.
- Strong leadership skills with proven ability to oversee classroom operations and support instructional teams.
- Excellent communication, coordination, and relationship-building abilities.
- Solid understanding of curriculum delivery, instructional quality, and culturally grounded teaching practices.
- 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.

Closing Date:	Open until filled.
Start Date:	Asap
Hours:	Monday-Friday, 8:30 am to 4:30 pm- 35 hrs./week
Salary:	\$85-90K/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