



ACADEMIC SPECIALIST

Classification: Curriculum Consultant
Full-Time Regular Position
The Pas, Manitoba

University College of the North (UCN) is committed to building a workforce that is representative of the populations we serve. Applications are invited from individuals who have a demonstrated interest and ability to work with Aboriginal learners and mature students.

The Position: Reporting to the Dean of Research & Innovation, UCN requires an Academic Specialist to work collaboratively with academic Faculties, UCN staff and external stakeholders, guiding faculty members and colleagues to promote and support excellence and innovation in teaching and learning across UCN's campuses and Regional Centres. The Academic Specialist will promote and implement effective quality control initiatives such as Student Course Evaluations, Program Advisory Committees and Program Reviews, and will provide academic support to course, curriculum and/or instructional development activities that are consistent with Aboriginal and northern philosophies, values, traditions, languages and teaching methodologies. Duties will include developing high quality academic resource materials, research-informed teaching and learning tools, services and professional development opportunities that create a vibrant learning environment across UCN. The Academic Specialist will also work collaboratively with others to support the implementation and operations of the Centre for Learning, Education and Research (CLEAR), as well as initiatives that further UCN's research capacity.

Qualifications:

- A Master's Degree in some combination of Teaching and Learning, Instructional Design, Curriculum Development, Adult Education, Instructional Technology or other related educational degree(s);
- A minimum of three to five years' experience in a post-secondary/adult education setting, preferably in a Teaching and Learning Centre or role, that has focused on providing faculty consultations, program and curriculum design, innovations in teaching and learning, and creating resource materials, reports, handbooks and academic papers related to teaching, learning and research;
- Effective communication (both oral and written) and interpersonal skills;
- Strong organizational and analytical skills;
- Effective leadership skills, including the ability to champion and model best practices of pedagogy/andragogy in a post-secondary environment, at both university and college levels, and to facilitate change;
- Excellent computer skills;
- Ability to work with minimal supervision;
- Demonstrated ability to understand cultural influences and issues specific to adult learners in northern communities;
- Personal experience and/or knowledge and understanding of the Aboriginal culture;

Assets:

- Rich and reflective teaching experience in post-secondary undergraduate classrooms;
- The ability to speak an Aboriginal language;

Conditions of Employment:

- Candidates must be legally entitled to work in Canada

Applicants must demonstrate on their resume how they meet the qualifications.

Applicants are asked to provide a cover letter, C.V., three letters of reference, and copies of transcripts with their application. Applicants are also invited to provide a writing sample that showcases their abilities.

Representative Workforce (formerly employment equity) is a factor in the selection process. Preference will be given to Aboriginal candidates. Applicants are invited to indicate in their covering letter or résumé if they are from any of the following groups: Aboriginal people, persons with disabilities, visible minorities, or women and men in non-traditional roles. All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

Competition Number: 17-075
Closing Date: November 21, 2017 or until position is filled
Salary Range: \$37.68 to \$47.57 hourly, plus remoteness allowance

Apply to: University College of the North, Attention: Human Resources
P.O. Box 3000
The Pas MB R9A 1M7
Fax: (204) 623-4414
Email: hinfo@ucn.ca (preferred format)

We thank all applicants for their interest, but only those selected for an interview will be contacted. Application materials, including letters of reference, will be handled in accordance with the Freedom of Information and Protection of Privacy Legislation (Manitoba).

For more information and other employment opportunities, visit www.ucn.ca.