



Qalipu
FIRST NATION

Employment Opportunity

Job Title: Community Development Officer – Education, Child and Youth (Team Lead)

Location: Qalipu First Nation, Corner Brook Office

Hours of Work: 35 hours per week, Full-time Permanent Position

Salary: \$50,000

Qalipu First Nation is currently accepting resumes for the position of Community Development Officer – Education, Child and Youth (Team Lead). Qalipu First Nation is an Indian Act Band that has four offices located in Corner Brook, St. George's, Glenwood and Grand Falls-Windsor. It offers programming and support in health, tourism development, education, economic development, natural resource conservation and culture and heritage.

Job Description: The Community Development Officer (Team Lead) will facilitate growth in Indigenous education by overseeing the development and implementation of education and child/youth initiatives within Qalipu communities and wards. They will actively identify opportunities to integrate Indigenous traditional knowledge and culture in the delivery of provincial curriculum and child/youth programming. They will identify cultural resources, collaborate with various partners and stakeholders and seek funding to foster growth. They will provide primary supervision to education and child/youth support staff.

Responsibilities:

- Coordinating the Outdoor Education Program
- Providing teacher professional learning
- Overseeing the Education Outreach Program and special projects related to education, children and youth
- Creating and maintaining partnerships for the development of Indigenous education and child/youth programs and initiatives
- Overseeing the development and implementation of educational resources, programs and events
- Identifying and perusing appropriate funding opportunities and building relationships with various funding departments
- Managing and reporting on budgets assigned to education and child/youth programming
- Implementing, monitoring and reporting on annual operating plans
- Providing direct supervision to education and child/youth program staff

- Coordinating QFN involvement in appropriate sector organizations

Qualifications:

The Community Development Officer (Team Lead) will have a Bachelor of Education degree with a minimum of 5 years of teaching experience and experience in the areas of outdoor education and Indigenous education. The preferred candidate will have experience in the development, coordination and delivery of culturally educational programs and initiatives. They must also demonstrate the ability to work with multiple partners and lead a development team in a fast paced and demanding environment.

Working Conditions: This position is based out of the Corner Brook office with duties predominantly met during regular business hours. Travel and some overnight stays are required, particularly during the Outdoor Education Program which runs from May to June and from September to October, annually. Some travel and flexibility of work schedule may be required.

Please note: Successful applicants must possess a valid driver's license and have access to a private vehicle. Diplomas/certificates for Post-Secondary Education and Training and a Code of Conduct with a vulnerable sector query are required. If you are a member of Qalipu First Nation please indicate it in your cover letter.

Apply: Please apply electronically using MS Word to: jobopportunities@qalipu.ca with subject line: **“Community Development Officer”**.

Qalipu First Nation
Attention: Mrs. Janet McAuley, Office Manager
3 Church Street
Corner Brook, NL A2H 2Z4

Deadline for receipt of Cover Letter and Resume: Tuesday September 25th, 2018 at 4:00 P.M.