



Prep for Post-Secondary Education Academic Coach

Classification: Educational Assistant 3

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: University College of the North requires a Post-Secondary Education Academic Coach at The Pas campus to aid the Faculty of Arts and Business in the support of the Writing Centre and to mirror services to students and faculty offered in Thompson.

Qualifications:

- An undergraduate degree in arts, education or social work, ideally with a focus in writing, student support or curriculum assessment
- A minimum of 5 years direct client service supporting student needs in an education setting, ideally at the post-secondary level
- Demonstrated experience with understanding of issues related to Aboriginal and Northern students transitioning from secondary to post-secondary education, including relocation challenges
- Understanding of academic needs and associated deficits for students entering first year post-secondary education
- Understanding of the academic reading and writing skills necessary for post-secondary education
- Demonstrated ability to understand and to deal with issues specific to Aboriginal learners and mature students in northern communities
- Personal experience and/or knowledge and understanding of the Aboriginal cultures

Assets:

- A graduate level degree in arts, education or social work with research experience
- Ability to develop deliver and monitor the effectiveness of student success seminars
- Ability to collaborate with post-secondary instructional and professorial faculty
- Experience with various student assessment tools appropriate to the post-secondary level
- Teaching experience at the college or university level
- Experience in an Aboriginal or First Nations community, environment or organization
- The ability to speak an Aboriginal language

Conditions of Employment:

- Candidates must be legally entitled to work in Canada

Applicants must provide a cover letter, résumé, and references with their application.

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

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: 18-022
Closing Date: March 6, 2018
Salary Range: \$25.27 to \$29.88 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: hrinfo@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.