

NEC Native Education College is a large private Indigenous college in Vancouver and also works with First Nations and Indigenous organizations to deliver programs in locations throughout British Columbia. NEC works to strengthen Indigenous communities through offering programs that lead to employment and higher learning. We are seeking a Regular Instructor to teach the IECE Certificate program at the NEC Outreach Site in the Squamish Nation. Please refer to our website for more program information.

**Specific Accountabilities and Deliverables**

- Plan, prepare and deliver quality classroom instruction based on the approved curricula; contribute to program curriculum development processes as needed
- Manage classroom teaching conditions and environment through active instructor presence in order to ensure the needs of the individual students are met using Aboriginal learning processes and following the protocols of the longhouse
- Provide students' academic support, program information such as course requirements, evaluation procedures, attendance policies, and career advice, refer to additional assistance (student services) as required.
- Prepare, administer, and mark tests and assignments to evaluate students' progress in meeting the learning objectives. Maintain student records, submit resultant grades accurately and follow up where needed.
- Supervise course-related independent or group projects and field trips as applicable.
- Stay current in their subject matter and relation to field or discipline.
- Maintain confidentiality of student records and concerns.
- Other related cultural duties as called upon in the Longhouse.

**Skills & Qualifications:**

Any combination of education and work experience as follows will be considered:

- BA/MA in related discipline with specialized experience, Provincial Instructor Diploma or equivalent is an asset, current or recent ECE Certificate and ongoing Professional Development/familiarity with BC Early Learning Framework.
- At least one year instructor or teaching experience in related field and preferably in a post-secondary environment
- Excellent verbal, written and computer communication skills
- Knowledge of Indigenous values, communities, and instructional methodology, and experience working with Indigenous organizations and Indigenous adults.

**Terms:**

Appointment to this full-time Casual position will require a formal criminal record check, the details of which may preclude finalizing an offer of employment. This position is open to male and female applicants. We welcome members of equity-seeking groups to apply. Indigenous ancestry is preferred. Only short-listed applicants will be contacted.

<b>Closing Date:</b>	Open Until Filled
<b>Start / End Date:</b>	October 18 <sup>th</sup> , 2021 – July 15 <sup>th</sup> , 2022
<b>Hours:</b>	35 hrs/wk
<b>Salary:</b>	\$27.06

**Application Details:**

Please submit your resume, names of three references from related work experience, 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**  
NEC Native Education College

285 East 5<sup>th</sup> Avenue  
Vancouver, BC V5T 1H2 E-mail: [info@necvancouver.org](mailto:info@necvancouver.org)