



**Native
Education
College**

Where Learners Become Leaders

EMPLOYMENT OPPORTUNITY
INTERNAL/EXTERNAL POSTING

Wellness Warriors Coordinator
Main Campus

The NEC Native Education College is a private college for Indigenous learners to live their cultural heritage and realize their true potential. NEC works to strengthen Indigenous communities through accredited programs that lead to employment and higher learning. The Indigenous cultural values in NEC programs are at the core of reconciliation, economic success and a sustainable future for all nations. **NEC is currently seeking a Wellness Warrior Coordinator to carry out extra-curricular programming involving culture and recreation.**

Position Summary:

NEC is delivering the Wellness Warriors Program with a focus on physical and cultural health practices that promote student wellbeing and retention. As part of the Student Service Team, the incumbent will report to the Dean of Student Services. The Wellness Warriors Coordinator will coordinate and administer these initiatives.

Main Responsibilities:

- Oversee the various project areas including Wellness Warriors Athletics and Fitness, Cultural Health Program Facilitation, Healthy Lifestyle Programming, and Mentoring Support.
- Prepare program schedule and facilitate wellness workshops. Consult with NEC counselor, Cultural Coordinator, and food services worker. Create and maintain partnerships internally and externally.
- Recruit coaches, Elders, Traditional Knowledge Keepers, facilitators and program participants.
- Secure space and prepare supplies for programming.
- Engage participants using innovative, trauma-informed approaches; supportive encouragement and role modelling are integral.
- Lead in communications, scheduling, and wholistic support programming in Student Services Team.
- Prepare contracts, payment and maintain program budget.
- Develop registration and evaluation forms and maintain program administration files.
- Write project grants, interim, and final reports.
- Evaluate workshops, analyze outcomes and prepare reports
- Knowledge of and successful experience with Indigenous adult instructional methodology is an asset.

Terms:

Appointment to this full-time Regular position will require a formal criminal record check, the details of which may preclude an offer of employment being finalized. NEC encourages members of equity-seeking groups to apply. Preference will be given to qualified Indigenous applicants.

Closing Date:	January 11, 2022
Start Date:	As soon as possible
Schedule:	35 hours per week with possibility of evening and weekend shifts
Salary:	\$31.78/hr (as per Collective Agreement)

Application Details:

Please submit your resume, contact information for 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:

C. Thomas, Executive Assistant
NEC Native Education College

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