



VUNTUT GWITCHIN FIRST NATION
Old Crow, Yukon
FINANCE & HUMAN RESOURCES DEPARTMENT

EMPLOYMENT OPPORTUNITY
Education Department Manager (12 months term position)
(January 2013- December 2013)

The Job

Reporting to the Executive Director, this position manages the Education department team in delivering programs and support services to VGFN citizens enrolled in Kindergarten to Grade 12. These programs include the cultural education programs; homework tutor program; Elder in school program; student allowances programs; student incentive programs; school hot lunch program among other programs. The Manager also represents VGFN in education related business with governments, partners and professionals and assists with developing and implementing strategic goals and work plans.

Qualifications

The ideal candidate will have a diploma in an academic field or the equivalent in experience and relevant training; Broad knowledge of government legislation regarding education; Knowledge of Yukon Education system, programs and services; Knowledge of educational issues affecting First Nation peoples both locally and nationally. The ideal candidate will need to be creative and innovative; culturally sensitive and possess management experience that includes financial and supervisory skills. Experience working in a First Nation community is an asset.

Pay Range: \$74,102 to \$88,922 per annum plus an excellent benefit package

This is a full-time term position based on 32.5 hours per week. (6.5-hour workday 9:00 a.m. to 12:00 p.m. & 1:00 to 4:30 p.m)

A detailed job description is available at: <http://www.vgfn.ca/employment>

Closing Date: Friday December 7, 2012@ 4:00 p.m. For further information about this position, please contact: Tracy Rispin trispin@vgfn.net or by calling 867-966-3261 Ext 258.

Please submit resumes that include job experience related to position to:

Pierre Comeau
Human Resources Manager
Vuntut Gwitchin First Nation
Box 94, Old Crow, YT Y0B 1N0
Phone: (867)966-3261, ext. 258
Fax: (867)966-3719
Email: hrd@vgfn.net

While qualified VGFN citizens will be give preference, all interested and qualified individuals are encouraged to apply.

Posted: November 30, 2012