



## MÉTIS EARLY CHILDHOOD EDUCATION RESOURCE SPECIALIST

POSITION: PERMANENT FULL-TIME (37.5 hours per week)

LOCATION: Provincial Office – Station Tower (13401 – 108<sup>th</sup> Avenue, Surrey)

CLOSES: Posting will remain open until filled and will close without notice

### ABOUT MÉTIS NATION BRITISH COLUMBIA

Métis Nation British Columbia (MNBC) develops and enhances opportunities for our Métis communities by implementing culturally relevant social and economic programs and services. Through teamwork, respect, dedication, accountability, integrity, and professionalism, MNBC strives to build a proud, self-governing, sustainable Nation in recognition of inherent rights for our Métis citizens, assisting in the delivery of services based on policy, process, and specified regulations.



MNBC's ***Employer of Choice Initiatives*** offers employees a competitive total compensation package including:

- ✓ comprehensive group benefit package or health-care spending account and enrollment in the Municipal Pension Plan
- ✓ 15 paid days per year for statutory and cultural days (Indigenous Peoples Day, Truth and Reconciliation Day, & Louis Riel Day)
- ✓ carpool, parking & public transit subsidies (Provincial Office only)
- ✓ educational spending account and professional development allowances to provide annual funding to continue lifelong learning and skills upgrade.
- ✓ remote workplace supports.
- ✓ internal advancement & redeployment opportunities

### ABOUT THE OPPORTUNITY

We are seeking a highly motivated, team-orientated individual to join our Ministry of Education team as a **Métis Early Childhood Education Resource Specialist** .

Reporting to the **Education Program Manager**, the primary objective of the role is to oversee the development and distribution of Métis early years resources

### KEY DUTIES AND RESPONSIBILITIES

- Oversee and contribute to the development and delivery of Métis specific early years resources for the Ministry of Education

- Work alongside the Métis Early Years Resource Coordinator to support the Métis Early Years Culture & Language Program and monitor progress and completion, and ensure program expectations and deliverables are met
- Develop and implement strategies for developing early years resources that are culturally appropriate and in alignment with the BC Early Years Framework and Métis Early Years Framework.
- Work with the Ministry of Education team, contractors, and stakeholder groups to gather data on Métis specific early years resource needs
- Coordinate professional learning opportunities to share knowledge about Métis culture and language
- Coordinate the implementation of resources and materials, including integrating online tools to increase access for Métis people in B.C.
- Facilitate and coordinate additional projects as needed.
- Actively participate as a critical member of the Ministry of Education Team to create solutions that advance the successful, efficient, and effective delivery of MNBC Métis early years programs and services.

#### **THE IDEAL CANDIDATE**

- Diploma in Early Childhood Education or related field
- Minimum of two (2) years' experience in the early years' field or public school system
- Previous education and/or experience working with children (birth to 8 years) and families
- Combination of relevant experience, education, and training will be considered
- Knowledge and/or awareness of the historical and contemporary contributions made by Métis people in B.C.
- Previous work experience working in an Indigenous Community with strong knowledge of Métis culture and history, is considered an asset
- Demonstrated ability to effectively communicate both verbally and in writing
- Ability to lead, problem solve, and utilize team-building skills
- Proven ability to utilize strong interpersonal skills to deal with others effectively
- Proven ability to prioritize tasks, meet deadlines, and work with minimal supervision
- Proven ability to utilize, adapt and embrace new technologies, including Word, Excel and other database/software required by the role

#### **OTHER COMMENTS**

- Other duties may be assigned as needed to help ensure the efficient operation of MNBC.
- There will be a need to attend meetings and events which may require work and travel outside of the normal business hours.
- Ability to provide a satisfactory Criminal Record Check.
- Valid BC Class 5 Driver's license and access to reliable personal vehicle for work purposes.

*The above requirements are what MNBC is seeking in the ideal incumbent at the time of posting and are subject to change based on needs.*

*Pursuant to section 41 of the BC Human Rights Code, preference may be given to applicants who self-identify as Aboriginal (First Nation, Métis or Inuit). All qualified candidates are encouraged to apply.*

**PLEASE NOTE THAT CANDIDATES MUST APPLY using " Métis ECE Resource Specialist " in the subject line of email. Please send your resume and cover letter to:**

[Madeline Green](#)

Education Program Manager

Métis Nation British Columbia

Email: [mgreen@mNBC.ca](mailto:mgreen@mNBC.ca)

MNBC is committed to promoting the health, safety, and well-being of all staff during the COVID-19 pandemic. The safety of our employees and Chartered Communities is paramount, and vaccination against COVID-19 is a key public measure to reduce the spread and severity of the virus and its variants. As such, all employees are required to be vaccinated against COVID-19.

**Candidates for employment must provide Proof of Vaccination, to be verified by Human Resources, as a mandatory condition of their employment.**