



EMPLOYMENT OPPORTUNITY

No. K24-06-IEEA

Internal / External
Posting

Academic Advisor

KIUNA INSTITUTION, DESIGNED BY AND FOR FIRST NATIONS, BUT OPEN TO ALL!

At Kiuna, our objective is to democratize access to post-secondary education for First Nations members. Our college has earned a reputation for its culturally adapted services and unique environment where programs, student services, human resources, teaching methods and materials are based on Indigenous cultures and traditions.

Employment status: Contract (PL-21)

Hours/week: 25 hours

Workplace: Kiuna Institution, 1205 Marie-Victorin Route, Odanak

Employment travel: In-person only – Residences available – Telework bank

Start date: As soon as possible **End date:** January 31, 2025 (possibility of renewal)

Annual salary: Between \$61 578 and \$81 761 according to FNEC and Kiuna's salary scale

Our team is looking for an Academic Advisor to:

Mandate 1: Ensure the development, planning and implementation of short training courses in youth protection

The incumbent will be working in close collaboration with the FNQLHSSC, the Academic Advisor will develop short, non-credit training courses that will enable people employed by First Nations organizations to carry out certain reserved youth protection activities. As part of this mandate, the advisor will recruit, coordinate, and supervise his team (specialists in the field and trainers) and guide them in their choice of learning and evaluation strategies. As part of this project, he will ensure direct, ongoing communication with a CEGEP partner as well as the First Nations and Inuit Relations Secretariat. He will act as a pedagogical and andragogical facilitator for the content specialists, assisting them in the production of learning materials. Lastly, he will evaluate and update these training courses.

Mandate 2: Develop a Recognition of Prior Learning and Competencies office (RPL)

The Academic Advisor will set up an (RPL) office at Kiuna to offer an RPL program in youth protection to First Nations. In this mandate, the Academic Advisor will collaborate with the FNQLHSSC and the (RPL) Centre of Expertise, which has developed all the RPL tools for this program. The Academic Advisor's duties will include training content specialists, welcome candidates for RPL, coordinate and supervise the competency assessment process, promote the program and manage administrative files.

Requirements

- Bachelor's degree in an appropriate discipline and three years' relevant experience (knowledge of youth protection an asset).
- Ability to coordinate, problem-solve, tolerate ambiguity, and takes initiatives.
- Enjoy doing research.
- Fluency in spoken and written French and English an asset.

Work conditions

We offer competitive work conditions: pension plan, paid vacation on Christmas Holidays, flexible cultural holidays, three weeks annual vacation, sick leave, work schedule options, summer schedule, residences available at walking distance, transportation available, etc.

End of posting: April 11, 2024, 4:00 p.m.

To provide community needs-based services, Kiuna promotes hiring qualified staff representing the following targeted populations in order of priority: 1) First Nations Education Council (FNEC) employees, 2) First Nations members from FNEC- member communities, 3) other First Nations members, 4) Indigenous peoples, 5) other applicants.

To apply, please e-mail your application to emplois@kiuna.ca

We thank all applicants for their interest, however only candidates selected for an interview will be contacted.