



## STZ'UMINUS FIRST NATION

# Job Posting – Education Administrator

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### SUMMARY:

Stz'uminus First Nation is a progressive Nation that is striving for sovereignty through economic and social independence. Stz'uminus has jurisdiction over education and the new Education Administrator role will help lead this direction in conjunction with the new Education Authority. Our mission is to inspire students to be life-long learners while honouring Stz'uminus culture.

The Stz'uminus First Nation is seeking a permanent full-time Education Administrator.

The Education Administrator, reporting to the Education Authority, is the leader responsible for directly supervising all learning/education, instruction, human resources, facilities, and finances.

Key responsibilities include working with Stz'uminus stakeholders and various constituents to ensure that Stz'uminus Education continues to meet the Nation's needs and priorities.

Approximately 800 of our 1400 Stz'uminus members live in the community. Stz'uminus Education spans learning for ages 0 through to adults, and 75% of Stz'uminus children attend our schools.

Stz'uminus Education takes a holistic approach to education offering childcare for children 0 – 4 years, JrK to grade 3 at our primary school, grade 4 – age 18 at our community school and post-secondary and higher education at Stz'uminus and through our educational partners Vancouver Island University, UVic, SFU more.

We believe in holistic learning and understand emotions are equally important. We are striving towards a trauma-informed practice within all of our schools.

### BACKGROUND:

Stz'uminus First Nation is located on the eastern shores of spectacular Vancouver Island with over three quarters of our Nation surrounded by the beautiful waters of the Salish Sea.

We are a short distance to the Town of Ladysmith (population 8,177) featuring all the warmth and charm of small town living with affordable housing and a full range of services and amenities. The City of Nanaimo is 22 km north of Ladysmith and is known as "The Harbour City". With a growing population of just under 100,000, Nanaimo is the second largest urban centre on Vancouver Island. Visitors and residents often comment about how amazed they are by the natural beauty of the area, mild climate and the relaxed, yet energetic pace of the city.

We believe and support a healthy work-life balance for our employees which is reflected in our HR policies. Our beautiful area is perfect to those who like to boat, kayak, hike, bike, fish and enjoy all that the beautiful west coast has to offer. A local, vibrant arts community abounds and Nanaimo's Port Theatre presents over 250 productions each year. If you want to get away, we are close to numerous transportation routes: sea plane, ferry and Nanaimo airport provide easy access to Vancouver, the mainland, and other destinations across Canada and beyond.



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### CANDIDATE PROFILE:

You have previous relational experience in Indigenous Education and are open-minded and receptive to new experiences and ready to embrace and lead change.

Your heart and passion are calling to work in Indigenous Education, and you embrace a holistic approach to education, recognizing that community and culture and traditions are integral to Indigenous education – you embrace this vision.

You are willing to support, learn, and be part of Hul'qumi'num language initiatives to generate language speakers.

Strong advocate for Stz'uminus in all schools.

### MINIMUM QUALIFICATIONS:

- Master's degree in Education or Education Administration or equivalent degree in a relevant field.
- School-based and leadership experience. The Education Administrator is a well-refined and experienced educator.
- Knowledge of, or willingness to learn, the 0-3 educational setting and knowledge or willingness to learn post-secondary and higher education settings and requirements.
- A proven track record of innovation and strategic decision-making, and experience in leading or assisting a district in achieving its performance goals.
- An ability to promote, support, and lead innovation and change that will result in improved success for students and staff.
- Proven ability to work effectively with a Board and across partner groups.
- A proven record and commitment to meaningful consultation, collaboration, and team building throughout the education communities.
- Fiscal responsibility and overall accountability.
- The successful candidate for this position will have had previous successful experience in an educational leadership role, as well as being able to provide evidence of:
  - Committing to equity for all learners and an advocate for inclusive practices;
  - Understanding the power of teaching and the impact a positive learning environment has on student equity and achievement;
  - Being an innovator who encourages new ideas, expects continuous improvement and seeks solutions;
  - Modelling an inspirational leadership style that instils trust and respect, puts people at ease and inspires personal commitment in the building of a shared vision;
  - Possessing superior listening and communication skills, excellent judgment and a high level of ethics, honesty and personal integrity;
  - Demonstrating vital emotional intelligence with the ability to exhibit outstanding social awareness and relationship management skills;
  - Being able to deal with competing interests and successfully come to solutions with student learning as the focus while exercising tact and diplomacy;
  - Recognizing the importance of being visible and involved with all partner groups in the district;
  - Demonstrating an excellent working knowledge of financial management principles and the importance of meeting student needs within a Board-approved budget.



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- Providing leadership and guidance at the Board table and ensuring sufficient information is provided to the Board for the Board to make informed decisions;
  - Supports strategies based on current research data including academic, social, and career development that is up to date and conversant with educational research;
  - Possesses an excellent working knowledge of the BC curriculum and current Ministry of Education initiatives;
  - Experience and success with recruitment and retention practices.
- Legally eligible to work in Canada.

### DESIRED QUALIFICATIONS:

- Training and previous experience in trauma-informed practice is an asset.
- Understanding Truth & Reconciliation Calls to Action and the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP)
- Policy development and fair implementation of Education and Personnel Policies.

Interested and qualified applicants are invited to submit a cover letter and resume via Canada Post, e-mail, or fax by the closing date of **Friday October 16, 2020 4:00 pm.** to the following:

Attention: Human Resources Advisor  
12611-A Trans Canada Highway  
Ladysmith, BC V9G 1M5  
Fax: 250-245-3012  
E-mail: [education.resumes@stzuminus.com](mailto:education.resumes@stzuminus.com)

*Please only forward submissions as requested above. Phone calls will not be accepted.*