



**CHIPPEWAS OF GEORGINA ISLAND
FIRST NATION**

JOB POSTING

Education Director

Reports To: Portfolio Holder

Classification: Full-time

General Description of Duties:

- Manage the daily operations of the Waabgon Gamig First Nation School and its employees according to approved Education and HR policies and procedures
- Actively participate on the GI negotiations team related to the Education Services Agreement with the York Region District School Board (YRDSB) (and other school boards as required)
- Monitor the implementation of the Education Services Agreement with the York Region District School Board (and other school boards when required) for the provision of educational services for Georgina Island students resident in the community and who attend schools in the provincial system
- Act as a chairperson for the GIEA
- Ensure that the GIEA operates according to its approved Terms of Reference
- Provide policy recommendations to the GIEA for final approval of the Chief and Council as per the GIEA Terms of Reference.
- Build and maintain positive working relationships with parents, the community, Council, other schools, other First Nation communities, the Kinooamaadziwin Education Body (KEB), and other Indigenous organizations
- Build and maintain effective positive working relationships with members of the GI Education team
- Prepare an annual Education Strategic Plan in collaboration with the Education Portfolio Holder and the GIEA
- Prepare the annual Waabgon Gamig School Plan in collaboration with the Education Portfolio Holder and school staff.
- Direct and monitor the implementation of the strategies identified in the approved Education Strategic Plan and the annual Waabgon Gamig School Plan.
- Plan, administer and oversee education revenues and expenditures according to the annual Education budgets approved by Chief and Council.
- Implement strategies to achieve operational efficiency to ensure Chippewas of Georgina Island First Nation receives good service value
- Monitor expenditures and provide financial reports as required Provide direct supervision for all Education Program employees
- Schedule staff in accordance with operational requirements

Qualifications:

- A bachelor's or master's degree from a recognized postsecondary institution in the area of education, public administration or related fields.
- Proven experience in educational leadership and administration including experience in the following: policy and program planning and implementation: budget development, oversight, and reporting; and, human resources management
- Previous experience working with First Nation peoples and communities and a deep understanding of First Nation education issues
- Principal or Vice-principal experience would be complimentary

Closing Date: **UNTIL FILLED**

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