



## EMPLOYMENT OPPORTUNITY – ELEMENTARY TEACHERS (2 Vacancies)

### ENOCH CREE KITASKINAW EDUCATION AUTHORITY LTD.

#### \*OPEN COMPETITION\*

**JOB PURPOSE:** The successful candidate of this full-time position (1.0 FTE) will provide programming under the Alberta curriculum for Grade three or Grade two. We are looking for a committed and dynamic teacher who is interested in bringing their energy and enthusiasm in and outside of the classroom. The Elementary teachers will create rules and procedures to maintain order for the students they are responsible for and set up the classroom to create a fun learning environment. Apply teaching methods and instructional materials to meet the students' needs and interest and determine the objective for all lessons, units and projects.

The Teachers will grade classroom work and homework assignments and prepare students report cards. They will participate in parent teacher conferences to discuss the student's overall progress and work in collaboration with the parents and guardians, counselors and the administration to resolve the student's behavioral and academic difficulties. You will be required to use computers, smart boards, audio and visual aids to supplement presentations and provide daily lesson plans. The Teachers will attend professional meetings, education conferences and workshops and plan and supervise student field trips.

Have the ability to deal with emotions and mental stress of working with a student or group of students who are often active and demanding and the ability to interact with students and staff in a tactful and empathic manner. Must be resource, able to multi-task, have excellent time management, and organizational and prioritization skills, as well as strong communication skills, both written and verbal and strong interpersonal skills. Must be able to meet multiple deadlines with constantly changing priorities. Have superior tact, diplomacy and ability to deal with politically sensitive issues as well as work effectively and efficiently both independently and as a part of the dedicated Enoch Cree Nation Kitaskinaw School.

#### EDUCATION, EXPERIENCE AND REQUIREMENTS:

- Bachelor of Education degree.
- Experience working in a First Nation's school.
- Strong literacy background and knowledge in Fountas and Pinnel Level Literacy.
- Appreciation and understanding of Aboriginal culture and traditions.
- Proficient with Microsoft Office Software Programs and Google.
- High standards of ethics and confidentiality to handle sensitive information.
- Must have reliable transportation.
- A valid driver's license.

#### WORKING CONDITIONS:

Required to work Monday to Friday, 8:00 am – 4:00 pm, at Kitaskinaw School, while adhering to the Kitaskinaw Education Authority Policy and Procedure Manual along with the Enoch Cree Nation Human Resources Policy & Procedure Manual.

**Closing Date: August 22, 2018**

**Interview Date: TBD**

**Start Date: TBD**

*\*Please submit cover letters & resumes to **Human Resource Department**\**

*Email: [recruitment@enochnation.ca](mailto:recruitment@enochnation.ca) Fax: 780.470.0463*

*Phone: 780.470.4505 Ext: 2221*

*\*ECN thanks all applicants for their interest in this opportunity. Only candidates considered for the position will be contacted for an interview\**