



JOB OPPORTUNITY WITH GAKINO'AMAAGE: TEACH FOR CANADA

Community Engagement Coordinator

Gakino'amaage: Teach For Canada is looking for a relationship-focused and detail-oriented person to join our Community Engagement team.

The Basics

Job term:	Full-time, contract
Hiring salary:	\$44,015 - \$48,647 per year, prorated to contract
Contract duration:	April 2024 - March 2025, with the potential to hire to a permanent role
Location:	Currently a work-from-home position, however, the successful candidate may be required to complete some work out of our Toronto office
Application method:	Cover letter and resume sent to apply@teachforcanada.ca
Closing date:	Until filled
Interview process:	Intro interview 1-hour virtual interview with a task Virtual office experience
Requirements:	Potential candidates must be First Nations, Inuit, or Métis, and reside within the Greater Toronto Area. Candidates must be registered or eligible to register with Miziwe Biik Aboriginal Employment and Training, and working with an Employment Advisor. More information on how to register with Miziwe Biik can be found under “Application Process” Must have a valid driver’s license
Desired experience:	1-2 years of experience working in an office environment Experience working with First Nations is an asset Project management experience is an asset Experience working with Canva, Mailchimp, Mail Merge, G-Suite, ClickUp, and/or Salesforce is an asset

Our Approach

Education in Canada is a success story. Study after study shows that our public schools are among the best in the world. But high overall quality masks deep inequality. Only 48 percent of First Nations youth living on reserve have a high school diploma. In the North, those numbers are even lower. And, too often, teachers arrive in northern First Nations without the preparation and support they need to succeed—and stay—in the classroom. The twin challenges of teacher supply and turnover compound [historical injustice](#) and [systemic inequities](#) to produce a statistical education gap between First Nations and non-First Nations communities.

Gakino'amaage: Teach For Canada is a non-profit organization that works with northern First Nations to recruit, prepare, and support committed teachers who will increase student outcomes in the North. This model has been defined by First Nations community partners, our Circle of Advisors, our Board of Directors, and experienced northern educators.



Our Culture

Gakino'amaage has a supportive work culture and offers a variety of benefits to its team members including access to physical and mental wellness supports, flexible hours, and professional development opportunities. In addition to these perks and benefits, Gakino'amaage also honours National Indigenous Peoples Day and the National Day of Truth and Reconciliation as statutory holidays; and the last week of every calendar year is paid time off, too!

On our team, we are fortunate to have a committed, experienced, talented, and humble group of leaders. Together, this team works hard to create a meaningful impact. If you're looking for a fast-paced, innovative, energizing, and rewarding work environment, then we want to hear from you!

Your Responsibilities

The Community Engagement Coordinator will report to the Director of Community Engagement and support Gakino'amaage's efforts in our community engagement and community-based programming. Specific responsibilities include:

- Update and maintain Community Engagement documents and policies including annual Community Partner Reciprocal Agreement, Community Engagement Handbook, and quarterly Community Partner Newsletters, among others.
- Update and maintain Community Engagement records of Community Partner's longitudinal answers and guidance.
- Support development and delivery of communications to Community Partners via physical mail, Mail Merge, Facebook, and Mailchimp.
- Maintain list of Community Partners and other connections, update Mailchimp, and Salesforce.
- Support Community Partner capacity by assisting in planning and executing 1 hybrid Advisory Council meeting per year, organizing and supporting Partner networking and knowledge exchange opportunities via the Circle of Admin and Meet the Teacher Day.
- Schedule and book travel required for Community Partners participating in Gakino'amaage events.
- Keep the Director of Community Engagement well-informed on progress towards departmental objectives and major obstacles that emerge.
- Support the department's quarterly, annual planning and review processes to reach and advance the goals of the department and organization.
- Work with the Community Engagement Manager and Director of Community Engagement to develop new community engagement and capacity building programming to maximize impact and retention.
- Support the development of relationships with Indigenous governance bodies, Indigenous education authorities, tribal councils, and Political Territorial Organizations.
- Assist the Community Engagement team in our continuous journey toward decolonization, particularly with regards to documents and communications shared with Community Partners.
- Additional duties, responsibilities, and activities as assigned.

Your Fit

- **You are respectful of Indigenous cultures and histories:** You have a deep respect for the histories, cultures, and goals of Indigenous communities in what is now known as Canada. You care that goals are reached in the right way.
- **You are a planner:** You prioritize and plan to effectively meet competing deadlines.
- **You are detail-oriented:** You believe that if something is worth doing, it is worth doing right—every single time. You plan ahead and proactively solve challenges.
- **You communicate clearly:** You write well and speak eloquently. You appreciate nuanced language that is inspirational and honest.
- **You are a team player:** You recognize the strengths of others, collaborate well, and crave feedback.
- **You are a relationship-builder.** You build relationships with ease, you engage others around you, and you are a natural storyteller. You are comfortable working collaboratively with the entire Gakino'amaage team and beyond.

Application Process

Please send a resume and cover letter addressed to Annie Halim-Paulionis at apply@teachforcanada.ca.

This job opportunity has been made possible through Service Canada and Miziwe Biik Aboriginal Employment & Training. To be eligible for this position, candidates must be registered with Miziwe Biik Aboriginal Employment and Training and working with an Employment Advisor. In order to register with Miziwe Biik, candidates must be First Nations, Inuit, or Métis (non-status or status), they must be unemployed or underemployed, and live within the GTA (see map below). Registration forms can be found on the last page of this posting and sent to reception@miziwebiik.com to set up an appointment with an employment specialist. A completed client registration form, Ontario employment form, Ancestry information form, and resume will be required for the appointment.

Gakino'amaage: Teach For Canada is an equal opportunity employer and is committed to building a diverse and inclusive team. As an organization that works with First Nations, we value Indigenous perspectives in the workplace and strongly encourage Indigenous candidates to apply.

Gakino'amaage: Teach For Canada welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the hiring process.



Service
Canada 



Greater Toronto Area

