



JOB OPPORTUNITY WITH GAKINO'AMAAGE: TEACH FOR CANADA Summer Enrichment Program Coordinator

Gakino'amaage: Teach For Canada is looking for a hard-working person to support our hybrid Summer Enrichment Program.

The Basics

Job term:	Full-time, contract
Hiring salary:	\$24.50/hour; 40 hours/week
Contract duration:	June 17 – August 9, 2024
Location:	Work-from-home position with some in-office work required at our Toronto-based office with the requirement to be in Thunder Bay for the in-person portion of the Summer Enrichment Program (SEP) July 17-28* *Travel, accommodation, and meal costs will be covered by Gakino'amaage: Teach For Canada during SEP
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
Requirements:	This position is funded by the Canada Summer Jobs program, and as such, candidates must; <ul style="list-style-type: none">• be 30 or younger as of December 31, 2024,• be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the <i>Immigration and Refugee Protection Act</i> for the duration of the employment, and• have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations Must have a valid driving license
Desired experience:	Event management experience Experience living or working in a northern First Nation 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 [Summer Enrichment Program \(SEP\)](#) is the cornerstone of Gakino'amaage's community-focused teacher preparation program. The SEP Coordinator is responsible for overseeing the logistical elements in collaboration with the Professional Development Manager. Specific responsibilities include:

- Work with the Professional Development Manager to create a work plan and master day-by-day schedule for the one-week in-person SEP with the support of the Director of Teacher Development
- Coordinate with our airline partners and Lakehead University to secure flights, accommodation, meals, and housing for all teachers and for all staff
- Confirm participation of all presenters at SEP and book their travel and accommodation as needed
- Support with gathering materials needed for SEP (i.e. purchasing, printing) including promotional banners and materials, gifts for presenters, supplies, and swag for teachers, and materials for all activities
- Coordinate with the Lakehead and SEP staff to ensure all presentation spaces are adequately prepared
- Provide direction to SEP staff regarding logistical and set-up needs
- Work with the Professional Development Manager to effectively coordinate logistics of activities throughout SEP
- Work with the Director of Teacher Development and Professional Development Manager to manage the overall budget for SEP and ensure that it is strictly followed
- Work with all stakeholders (teachers, presenters, staff) to address challenges and problem-solve in a fast-paced environment
- Lift, transport, load, and unload boxes and supplies up to 20 pounds



- Pick up and drop off SEP attendees and presenters at the airport
- Support the Teacher Development team and perform other SEP-related tasks when required

Your Fit

- **You are respectful of Indigenous cultures and histories:** You have a deep respect for the history, culture, and goals of Indigenous communities in Canada. You care that goals are reached in the right way
- **You are resilient:** You thrive in a busy work environment and tackle tasks with enthusiasm and an optimistic attitude
- **You are detail-oriented:** You are very organized: You believe that if something is worth doing, it is worth doing right—every single time
- **You are a team player:** You lead by example, recognize the strengths of others, and collaborate well
- **You are tech savvy:** You love technology and learn new technology platforms quickly

Application Process

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

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.

This job opportunity has been made possible through the Canada Summer Jobs program.