



Adult Learning Centre Instructor(s)

Classification: College Instructor

Part-Time Term Position(s): ASAP to June 30, 2021

Various Post-Secondary Education Access Centres in northern Manitoba

University College of the North (UCN) is committed to building a workforce that is representative of the populations we serve. Applications are invited from individuals who have a demonstrated interest and ability to work with Indigenous learners and mature students.

The Position: Reporting to the Associate Vice President, Access, instructors are responsible for the development and delivery of high school credit courses including the evaluation of student performance, following provincial curriculum frameworks. Where applicable, instructors will also coordinate and assess student-initiated projects including cultural exploration, volunteer work experience and/or credit for employment. Instructors assist with student recruitment, assessment and registration and support the administrative functions of the ALC program, including statistical reporting and learner analysis surveys.

Qualifications:

- Bachelor of Education Degree with a valid Manitoba teaching Certificate
- Recent experience teaching high school courses such as: Mathematics, English Language Arts, Computers and/or Science
- Demonstrated understanding and experience using provincial curriculum frameworks
- Strong personal computer skills
- Strong organizational skills
- Effective organizational and time management skills
- Effective communication skills
- Effective interpersonal skills
- Ability to work in a team as well as independently
- Demonstrated ability to understand and deal with issues specific to Indigenous learners and mature students in northern Manitoba
- Personal experience and/or knowledge and understanding of Indigenous cultures

Assets:

- The ability to speak an Indigenous language
- Previous experience teaching adults
- Certificate in Adult Education (CAE) or comparable education
- A minimum of five years teaching experience, ideally at the high school or adult education level
- Knowledge and experience with learning technologies in a college or university setting

Conditions of Employment:

- Candidates must be legally entitled to work in Canada
- Candidates must provide an acceptable Criminal Record Check and Child Abuse Registry
- Must be able to accommodate a flexible delivery schedule – day, evening, and distance learning courses

Applicants must provide a cover letter, résumé, references and copies of their transcripts with their application. Applicants must demonstrate on their résumé how they meet the qualifications.

Representative Workforce (formerly employment equity) is a factor in the selection process. Preference will be given to Indigenous candidates. Applicants are invited to indicate in their covering letter or résumé if they are from any of the following groups: Indigenous people, persons with disabilities, visible minorities, or women and men in non-traditional roles. All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

Competition Number: 20-057
Closing Date: September 10, 2020; however, will remain open until filled
Salary Range: \$31.64 to \$46.99 hourly, plus remoteness allowance

Apply to: University College of the North, Attention: Human Resources
P.O. Box 3000
The Pas MB R9A 1M7
Fax: (204) 623-4414
Email: hinfo@ucn.ca (preferred format)

We thank all applicants for their interest, but only those selected for an interview will be contacted.

Application materials, including letters of reference, will be handled in accordance with the Freedom of Information and Protection of Privacy Legislation (Manitoba).

Human Resources will work with applicants who require accommodation during the application or the interview process.

For more information and other employment opportunities, visit www.ucn.ca.