



**NORTH ISLAND
MÉTIS**

Education & Curriculum Lead

ABOUT NORTH ISLAND MÉTIS

North Island Métis (NIMA) was founded in November 1996 to represent the interests of Métis people residing in northern Vancouver Island, from Black Creek to Cape Scott. NIMA's mission is giving voice for Métis people. Our vision is recognition as an essential partner in all decision making that impacts Métis people. We Value:

- Bringing Métis people together in community
- Lifting up Métis people through service for all
- Providing enhanced care to those with the greatest need
- Enhancing the cultural knowledge of the Métis community
- Fostering good relations with the community at large
- Ensuring equity and inclusivity for all Métis people, regardless of their gender identity, expression, sexual diversity, ability, or socioeconomic background
- Cultivating a Métis community where every member thrives as part of a proud nation

JOB OVERVIEW

NIMA is seeking a dedicated and culturally grounded Education & Curriculum Lead to support and advance Métis education initiatives across our community. A major focus of this one-year contract position will be the development of an online Métis-focused curriculum and related learning resources that reflect community knowledge, history, and perspectives.

This role will lead educational projects, create accessible and engaging curriculum materials, and represent NIMA within Indigenous Education Councils and regional education discussions. Acting as NIMA's designated education representative within these spaces, the Education & Curriculum Lead will work directly with Indigenous Education administrators, educators, Knowledge Keepers, and community partners to help ensure that NIMA's educational work is culturally accurate, meaningful, and responsive to community priorities.

In addition to curriculum development, the position will contribute to presentations, information packages, and educational resources that support NIMA's broader education initiatives.

The ideal candidate is an experienced educator who brings strong teaching knowledge, cultural awareness, and the ability to translate complex information into practical learning tools for both community and education partners.

This is a full-time, one-year contract position. Starting salary is \$70,000 annually, with consideration given to education, classroom teaching experience, and curriculum leadership.

Compensation reflects the level of responsibility of an experienced educator and will consider classroom teaching experience, curriculum leadership, and related qualifications.



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QUALIFICATIONS & EDUCATIONAL LEADERSHIP EXPERIENCE

Education, Training, and Experience

- Bachelor of Education (B.Ed) or an equivalent degree in education, Indigenous studies, or a related field.
- Teaching experience in K–12 and/or adult learning environments.
- Knowledge of Métis history, identity, and cultural practices.
- Experience working with Métis or other Indigenous Knowledge Keepers, Elders, families, and community partners.
- Experience in curriculum development and lesson planning.
- Strong research, writing, and content creation skills with the ability to translate complex information into accessible formats.
- Experience presenting or facilitating educational content with educators, administrators, or community audiences.
- Ability to work independently while contributing to a collaborative team environment.
- Commitment to advancing Métis education, cultural visibility, and learner success.
- Classroom teaching experience or demonstrated experience designing and delivering structured educational programming is strongly preferred.

Assets

- Background in adult education, instructional design, or online learning.
- Experience developing digital learning materials and familiarity with learning management systems (LMS).
- Previous involvement with Indigenous Education Councils or similar committees.

RESPONSIBILITIES

Educational Coordination & Community Engagement

- Represent NIMA at advisory councils, committees, and educational planning tables.
- Act as a primary education contact between NIMA and school districts, Indigenous Education departments, and partner organizations.
- Support ongoing relationship-building with school districts, post-secondary institutions, and community organizations.
- Respond to community inquiries related to education, learning pathways, advocacy, and available resources.
- Provide culturally informed input and recommendations within educational discussions and initiatives.
- Bring forward emerging education opportunities, gaps, or partnership ideas to support NIMA's strategic direction.
- Perform other related duties to support NIMA's educational goals and community commitments.



Curriculum Development & Resource Creation

- Lead the design and develop of culturally grounded online Métis-focused curriculum and adult learning modules.
- Create educational resources such as guides, information sheets, presentations, lesson plans, and community learning materials.
- Collaborate with Métis Knowledge Keepers, NIMA staff, and subject experts to ensure accuracy and cultural integrity.
- Develop interactive online materials such as video scripts, quizzes, case studies, and scenario-based activities.
- Support the adaptation of curriculum materials for presentations, workshops, and community-facing learning opportunities.

Program Development & Support

- Conduct needs assessments to identify gaps in Indigenous and Métis education programs.
- Work with the Digital Learning Technology Coordinator to develop online courses.
- Coordinate pilot sessions, gather participant feedback, and refine content accordingly.
- Support the implementation, evaluation, and ongoing enhancement of NIMA's educational initiatives.
- Provide guidance and educational context to internal staff when developing learning materials or presentations related to Métis education.

ADDITIONAL NOTES

- Candidates must be willing to work flexible hours – evening and weekend work may be required
- Must provide a current Criminal Record Check with the Vulnerable Sector
- Pursuant to section 41 of the BC Human Rights Code, preference will be given to applicants who are Métis, or Indigenous (First Nation, Inuit)

Please submit resume, references, samples of past work/materials, and a cover letter to Jackie Lever, Executive Director of North Island Métis at executivedirector@nimetis.com using the subject line “Education & Curriculum Lead”.