

## First Nations Education Steering Committee

Suite #113-100 Park Royal South, West Vancouver, BC V7T 1A2  
P: 604-925-6087 Toll-Free: 1-877-422-3672

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## Specialist, First Nations Schools Data and Reporting

**Join us to make a lasting impact! An excellent work-life balance is waiting for you!**

The Specialist, First Nations Schools Data and Reporting position is an important role in FNESC's Instructional Services Department, which is part of FNESC's multidisciplinary First Nations School Support Team. This position reports to the Senior Manager, First Nation Schools Programs.

The Specialist, First Nations Schools Data and Reporting is responsible for working with First Nations schools to support data-informed decision-making and enhance assessment practices, and assisting school staff in implementing BCTEA reporting requirements, performance indicators, and literacy/numeracy assessments.

Since 1992, FNESC, led by a strong and diverse board of over 125 First Nations community representatives, has worked in partnership with the First Nations School Association (FNSEA), and the Indigenous Adult Higher Learning Association (IAHLA). Communications, research, partnership-building, resource development and advocacy are all part of the work we do to advance issues in First Nations education.

### What We Offer:

- The salary for this position is \$87,918.00 per year;
- 8-weeks of paid vacation per year, based on the school year. (5 weeks in July and August, 1 week at Spring Break, and 2 weeks at Christmas being subject to annual board approval);
- Well above-average benefits plan that is 100% paid for by FNESC, that includes: extended healthcare, dental care, and vision care;
- Well above-average employer matched pension plan;
- Generous annual professional development subsidy;
- Generous wellness subsidy;
- Regular employee appreciation events;
- Respectful work environment with a stellar work-life balance;
- Opportunity to see beautiful British Columbia close up;
- Being part of a multi-disciplinary team made up of educational professionals, speech language pathologist, occupational therapists, assessment coaches, etc.

### Duties and Responsibilities:

- Supporting First Nation school staff with implementation of BCTEA reporting requirements, including training sessions and ongoing support throughout the reporting cycle, including support for reporting to parents and community.

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- Supporting First Nation school staff with BCTEA Performance Indicator data collection from First Nations schools/adult programs, including contacting schools regularly to ensure understanding of the requirements and to ensure timely submission of the data.
- Supporting the implementation of the CAT4 in First Nation schools
- Supporting the implementation of literacy and numeracy assessments.
- Providing ongoing support for report cards and school reporting.
- Providing training sessions for First Nation school staff related to data disaggregation (CAT4/Acadience/classroom assessments) and interpretation.

### What We're Looking For:

- Minimum of 5 years' experience working as educator;
- A minimum of a Bachelor's Degree in Education;
- Valid BC Teaching Certificate;
- BC Driver's Licence and willingness to drive;
- Comprehensive understanding of First Nations education issues and First Nations issues in British Columbia;
- Knowledge of current standards, trends, issues, best practices, philosophy, and techniques in education;
- Demonstrated ability to work effectively as part of a team.

### Hours

This is a salaried full-time position.

### Location:

Anywhere in British Columbia that might be suitable for FNESC's needs.

**FNESC requires that all FNESC staff have at least two doses of COVID-19 vaccine for two reasons: First, because FNESC takes its responsibility to create and maintain a healthy workplace very seriously. And, second, because many of our staff attend First Nations communities in-person. Some First Nations have unique requirements and vulnerabilities related to communicable diseases like COVID-19, and FNESC always respects the needs of First Nations.**

We thank everyone who applies for their interest in FNESC. Unfortunately, due to the volume of applications, we are only able to respond to those applicants who are selected for an interview. We cannot respond to telephone or email inquiries.

Please send your resume and cover letter to [jobs@fnesc.ca](mailto:jobs@fnesc.ca).