

PERSONNEL &
STAFF DEVELOPMENT
BOX 480, LA RONGE
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Lac La Ronge Indian Band

EMPLOYMENT OPPORTUNITY

OPEN COMPETITION

The Lac La Ronge Indian Band's (LLRIB) Education Department is seeking a highly skilled individual for the following **Position** based out of the LLRIB Central Education Office:

Numeracy Coordinator

Under the supervision of the Director of Education, LLRIB, the Numeracy Coordinator's primary role is to work directly with teachers by, helping them develop and incorporate mathematics instruction in each individual school.

Requirements:

- Bachelor of Education degree or higher, with Professional "A" Teaching Certificate;
- Teaching experience in Numeracy and/or experience as a Mathematics Teacher;
- Minimum of 5 years' experience in the relevant field.
- Valid Class 5 Driver's License.
- Must be able to provide a recent and satisfactory Driver's abstract, Criminal Record Check and Vulnerable Sector Check.
- Must possess excellent Communication and Interpersonal Skills.

Duties:

- Work collaboratively with teachers and colleagues to share ideas and strategies that will keep students interested and motivated in learning;
- Assist teachers so that students perform well on assessments, overall math skills and math curriculum;
- Work with teachers to ensure that math lessons are interesting, effective and current;
- Assist with lesson content, teaching materials and resources;
- Deliver guidance on new innovations in the subject and changes to the curriculum;
- Liaise closely with math teachers and provide advice and assistance related to lesson plans;
- Assist teachers to prepare and review lesson plans, as well as selecting learning materials that will engage students' interest and help them learn more effectively/efficiently;
- Incorporate math fundamentals into reading and writing exercises;
- Develop and lead program innovation;
- Present demonstration lessons to math teachers;
- Attend professional development opportunities in mathematics/retention when required.

Date of Posting: 23 May 2019

Deadline: Until Suitable Candidate is found

To apply, please submit a **cover letter** and **resume** including **three (3) references (excluding Chief and Councilors)**, **one from your most recent/current employer**, to the following:

Human Resource Office,
Lac La Ronge Indian Band
Box 480
La Ronge, SK. S0J 1L0

Phone: (306) 425-2183
Fax: (306) 425-2170
E-mail: (hrinfo@llrib.ca)

****Note: Your references MUST be people who you reported to and had direct supervisory authority over you. In the cover letter, please indicate permission to contact references****

For further information, call Simon Bird, Director Education at (306) 425-4938.

LLRIB thanks all interested applicants; however, only those chosen for an interview will be contacted. The successful candidate will be required to undergo a criminal record and vulnerable sector record check. Please be advised applications received without the proper documentation may not be considered. Telephone interviews will not be granted.