

#1654272

**ADMINISTRATIVE AND PROFESSIONAL SCHOOL STAFF  
JOB DESCRIPTIONS****POSITION TITLE: COORDINATOR OF INDIGENOUS INCLUSION  
EDUCATION (K-12)****REPORTS TO:** Superintendent team or designation**JOB SUMMARY:** To assist the Administrator, Indigenous Academic and Community Support; Protector of Earth, to enable actions in the school community towards Truth and Reconciliation with a focus on curriculum and instruction.**QUALIFICATIONS:**

- Valid Manitoba Teaching Certificate
- Minimum of a Bachelor of Education

**EXPERIENCE:**

Education or lived experience, work or community involvement related to Indigenous studies, cultural knowledge, and K-12 education.

**PERFORMANCE RESPONSIBILITIES:**

1. To lead and collaborate with principals and teachers to develop school programming, curricular experiences, learning environments, and instructional practices that demonstrate respect for Indigenous world views, values, identity, and traditions.
2. To assist with the professional learning in the school division related to true history, cultural teachings and experiences, Indigenous languages, and Indigenous perspectives in curricular experiences.
3. To promote authentic involvement of Elders, Knowledge Keepers, Families, and community in all schools; draw on resources that are present in the community.
4. To assist in the implementation of system strategies to support Inclusive

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Education, First Peoples Principles of Learning, and the Calls to Action of Truth & Reconciliation.

5. To work collaboratively with school administrators and school teams to include student voice in division/ school/ classroom planning and decision-making processes.
6. To provide relevant resources and supports for educators in schools that promote and elevate Indigenous voices and identity.
7. To support school teams in employing a holistic approach to supporting students; modelling and creating learning resources for teachers that employ students' lived experiences, strengths, and interests to enable access to curriculum learning.
8. To assist with the planning and implementation of extra-curricular activities (i.e., Pow Wow club, community feasts).
9. To assume other responsibilities as may be required.

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