



EDUCATION

# EMPLOYMENT OPPORTUNITY



Swan Lake First Nation  
Box 368, Swan Lake, Mb R0G 2S0

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<b>POSITION:</b>	<b>Teacher - Grade 1 &amp; 2</b>	<b>Department:</b>	Indian Springs School
<b>Term:</b>	Full-Time	<b>SALARY:</b>	TBD
<b>Reports to:</b>	Principal	<b>Close Date:</b>	<b>Open until Filled</b>

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## **Position Summary:**

The Teacher is expected to teach diligently and faithfully in accordance with the contractual agreement with the Indian Springs School. The Teacher is responsible for the care, discipline, and instruction of pupils in their charge and for any other pupils in the school as assigned by the principal. The Teacher is also responsible to work cooperatively and collaboratively with the principal and school staff in carrying out this role.

## **Duties and Responsibilities:**

- As an education team member, you will work collaboratively with administration as well as other educators to plan, organize, and adapt lessons to meet the needs of the students while meeting the requirements of the curriculum for the subjects taught.
- Assess students' skills to determine their needs and to develop appropriate teaching plans,
- Prepare subject material and course content for presentation according to the approved curriculum.
- Teach students through lectures, discussions, audio-visual presentations as well as laboratory, shop and field studies as required,
- Work with students as required either in a one-on-one, small group or whole group setting to provide tutoring assistance and support the student's academic success,
- Ensure that students have a positive, and encouraging classroom environment and a healthy educational experience,
- Develop appropriate evaluation methods. Prepare, administer, and evaluate tests or other evaluation methods,
- Evaluate the progress of students and discuss student's progress with parents, counsellors, administration, and school officials as required.
- Participate in staff meetings, educational conferences, teacher training workshops, and other activities as required and assigned.
- May require working extracurricular hours,
- Other duties within scope of the position as required.

## **Required Knowledge, Skills, and Abilities:**

- Bachelor of Education preferred, through a combination of relevant education, training, and experience may be considered.



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- Must be certified or eligible for certification by Manitoba Education to teach students,
- Several year's experience working with children, youth, and teens in a positive educational setting,
- Experience working with children with special needs is an asset,
- Proven ability to create an efficient and positive working relationship with other education personnel including the ability to work collaboratively and/or independently if required,
- Familiarity, experience, and comfort with the subject material they are to teach as well as an ability to learn and use new topics and teaching methods,
- Excellent written, verbal and interpersonal communication skills,
- Attention to detail and the ability to write and present detailed reports,
- Proficient in maintaining efficient classroom management,
- Highly motivated and committed to student learning,
- Good team work ethics and ability to act as a role model to youth and as such it is imperative that you are living a healthy, drug free lifestyle,
- Ability to work with minimal supervision,
- Possess good working ethics and habits (punctuality and attendance)
- Ability to maintain confidentiality with respect to all matters pertaining to students, staff and families in all verbal and written communications,
- Experience in conflict resolution is an asset,
- Valid driver's license and a reliable automobile.

## **CONDITIONS OF EMPLOYMENT:**

Must have clear Criminal Record Check, Vulnerable Sector Check and Child Abuse Registry Check to accompany application. Must be willing to submit random drug testing.

**ONLINE:** <https://www.policiesolutions.ca/checks/services/mfnp>

We thank all applicants for applying and advise that only candidates selected for an interview will be contacted.

**Deadline for submission: Open until filled.**

Please submit resume, cover letter and references with position applying for in subject box to:

**Paula Cameron – Human Resources Manager – Swan Lake First Nation**

Email: [careers@slfn293.ca](mailto:careers@slfn293.ca)

Tel: (204) 836-2101 Fax: (204) 836-2255