

## **Numeracy / Assessment Facilitator**

### **Authority**

The Numeracy / Assessment Facilitator works under the supervisory function of the Languages and Cultures Coordination Team that is led by the Director of Languages and Cultures.

### **Purpose**

The Numeracy / Assessment Facilitator functions as functions as a team member and is responsible for providing Math support to services and support to First Nations educators pertaining to the implementation of the First Nation Curriculum Framework (FNCF) that integrates the Provincial Math curriculum. The facilitator will be guided by the philosophy of lifelong learning with languages and cultures as the foundation for all training and capacity development activities. The Numeracy / Assessment Facilitator is also responsible for assisting in the development of supplementary Math curriculum and instructional resource materials that are relevant to First Nations students. The Numeracy / Assessment Facilitator also facilitates the integration of the provincial outcomes into the delivery of innovative First Nations programming. The facilitator will work as part of the assigned Language Area Team and Specialty Area Team on the planning and development of instructional resources.

### **Specific Responsibilities**

- Provide support to school administrators, teachers and teams involved in the implementation of numeracy programming including effective teaching strategies and techniques;
- Encourage First Nations to utilize classroom appropriate assessment methods to establish benchmarks for instructional and reporting purposes;
- Advise First Nations school personnel on the purchase of supplementary curriculum materials, resource materials and programs;
- Train educators on the implementation of classroom-based formative assessment; collection, use and interpretation of data for instructional and programming purposes; communicating student learning through informal and formal means;
- Prepare and deliver workshops for First Nations school administrators and educators on assessment, evaluation and reporting, testing methodology and appropriate use of tests and test results;
- Advise and assist schools in development of assessment programs and practices and in the identification of student assessment needs;
- Stay informed regarding best instructional and assessment practices and emerging research in education and ensure that is reflected in assessment workshops and documents;
- Work with educators in interpreting and implementing policy related to assessment, evaluation and reporting;

- Assist in the development of curriculum-oriented assessment and evaluation policy;
- Develop and implement the K-12 education policy as it applies to assessment and evaluation;
- Provide training and support to teachers on toolkits to establish student achievement levels and classroom programming needs;
- Ensure that the community education development philosophy is part of the approach utilized in the planning, development, delivery and evaluation of all initiatives;
- Identify, develop and deliver professional development support and instructional resources for teachers through the Professional Learning Communities (PLC);
- Ensure professional development and subject specific planning align with the school plans;
- Provide professional development opportunities and supports for teachers locally, regionally and provincially;
- Develop webinars and remote support as part of the Professional Learning Communities (PLC) strategy;
- Complete Service Report Tracking Reports (SRTS) on services provided in a timely manner;
- Participate in regular team meetings to plan and review progress of activities and projects;
- Ensure that reports are completed for assigned regional gatherings and community planning sessions; and
- Participate in special assignments, initiatives and projects as assigned/required.

## **Qualifications**

### **Education & Experience**

- Minimum Bachelor of Education Degree specializing in Numeracy with a valid teaching certificate;
- Minimum of five years of positive teaching experience at the elementary and/or senior high levels;
- Must respect the philosophy that the answers are within each First Nation and each First Nation is distinct;
- Demonstrated expertise in curriculum implementation and evaluation;
- Successful experience implementing the Manitoba curriculum frameworks and strategies, including student assessment, particularly for Numeracy;
- Knowledge of Manitoba First Nations education development and reforms and socio-economic conditions of First Nations communities;
- Experience working with First Nations in the field of education;
- Excellent interpersonal and cross-cultural skills to work in a First Nations environment;
- Appreciation and respect for First Nations education reform strategies;
- Fluency in a First Nations language is considered an asset;
- Excellent oral and written communication skills;

- Computer literate and proficient;
- Ability to work independently and as a member of a multi-disciplinary team of professionals in a respectful manner;
- Ability to relate to and communicate with children, parents/caregivers, and other professionals;
- Adhere to MFNERC policies and administrative procedures with specific attention to attendance and professional ethics.
- Possess a valid Class 5 Drivers License;
- Flexible to travel to First Nations school throughout northern Manitoba;
- Criminal and child abuse record check clearance.

Interested applicants are invited to submit their resume and cover letter (please state position title applying for), along with (3) professional reference listings (including a most recent employer reference) by 4:00 p.m. **Friday, September 18, 2020** to:

**Human Resources**  
**Manitoba First Nations Education Resource Centre Inc.**  
**2-1100 Waverley Street, Winnipeg, Manitoba R3T 3X9**  
**Email: [hr@mfnerc.com](mailto:hr@mfnerc.com) | Fax: 204.942.2490**

We thank all who apply, however, only those selected for an interview will be contacted. Preference will be given to First Nations people and applicants are asked to self-declare in their resume or cover letter. Incomplete applications will not be considered. No phone calls will be accepted. Successful candidates must provide satisfactory criminal and child abuse registry checks.