

NUMERACY FACILITATOR

Authority

The Numeracy Facilitator reports directly to the Assistant Director of Instructional Services.

Purpose

The Numeracy Facilitator is responsible for providing numeracy support to Manitoba First Nations School System (MFNSS) schools pertaining to the implementation of the Provincial Mathematics curriculum. The Numeracy Facilitator is also responsible for assisting in the development of supplementary mathematics curriculum and resource materials that are relevant to First Nations students and facilitating the integration of First Nations perspectives into the provincial curriculum.

Specific Responsibilities

- Provide support to school administrators, teachers and teams involved in the implementation of the Provincial Mathematics curriculum;
- Conduct on-site school visits for the purposes of creating an awareness of teaching strategies and techniques that are consistent with the Provincial Mathematics curriculum and quality instruction;
- Assist MFNSS schools in developing community-based curriculum initiatives;
- Support the delivery of innovative programming to improve instruction for First Nations students in MFNSS schools;
- Assist in delivering information workshops to all education stakeholders i.e. teachers, parents, administrators, students, and Math specialists;
- Deliver and facilitate professional development for schools via technology;
- Prepare appropriate presentation materials and packages to the audience for use in community informational workshops;
- Identify training requirements for implementing the Provincial Mathematics curriculum;
- Encourage MFNSS schools to utilize Standards Tests/Provincial Standards Tests in Mathematics as benchmarks;
- Provide in-service training and ongoing support to teachers on the Leaps and Bounds Numeracy toolkit as a diagnostic instrument to establish student achievement levels and classroom programming needs;
- Develop strategies for increasing student performance in Numeracy;
- Plan, develop and collaboratively provide support to MFNSS school staff with other team members within the program using an integrated provincial curricular approach;
- Advise First Nations school personnel in collaboration with the program team on the purchasing of supplementary curriculum materials, resource materials and programs, as well as resources specific to First Nations;
- Prepare and submit monthly and annual activity reports, an annual workplan, and other reports as required;
- Ensure that the community education development philosophy is part of the approach utilized in the planning, development, delivery and evaluation of all initiatives;
- Participate in special assignments, Numeracy initiatives, and projects as assigned/required;
- Manage an independent work environment;

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- Work collaboratively with the Service Delivery team;
- Other duties as assigned.

Qualifications

Education, Skills and Experience

- Minimum Bachelor of Education Degree specializing in Mathematics/Numeracy;
- A valid teaching certificate;
- Minimum of five years of Numeracy/Mathematics teaching experience at the early, middle and/or senior high levels;
- Demonstrated expertise in curriculum implementation and evaluation;
- Knowledgeable in the area of assessment and evaluation, experience in facilitating classroom based assessments and tools, Provincial Standards Tests, reporting and documenting measures in grading;
- Successful experience implementing the Manitoba curriculum frameworks and strategies, particularly for Numeracy/Mathematics;
- Familiarity with curriculum design, development, implementation and evaluation;
- 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;
- Fluency in a First Nations language is considered an asset;
- Excellent oral and written communication skills;
- Proficiency in Microsoft Office applications;
- 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 other professionals;
- Appreciation and respect for First Nations education reform strategies;
- Possess a valid Class 5 Drivers License;
- Flexible to travel to MFNCS schools throughout Manitoba;
- Satisfactory Criminal Record/Vulnerable Sector and Child Abuse Registry checks.

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, November 19, 2021** to:

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

We thank all who apply, however, only those selected for an interview will be contacted. MFNERC has implemented a mandatory COVID-19 Vaccination Policy for all employees. Successful candidates will be required to show proof of the vaccination. Preference will be given to qualified First Nations applicants; 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.