COALITION OF NUNAVUT DISTRICT EDUCATION AUTHORITIES

EMPLOYMENT OPPORTUNITY
Executive Director

The Coalition of Nunavut District Education Authorities is the unified voice for Nunavut's District Education Authorities.

Under the general direction of the Chairperson and the board, the Executive Director has a wide scope in managing the responsibilities of the coalition office and in assisting the coalition attain its goals. The Executive Director is responsible for all aspects of managing and leading the coalition including financial, human resource, program, facilities, systems and equipment. The incumbent will manage member services, programs and information processes related to the board of directors and the organization's members while providing an advisory, advocacy, research, capacity-building and knowledge management service.

Knowledge, Skills and Abilities
The responsibilities of the position require a specialized knowledge of:

- field of education and the Nunavut Government's Education Act (2020);
- current government practices;
- corporate board routines and detailed office procedures;
- financial management;
- human resource management;
- management experience with an organization that has elected or appointed volunteers as members of a board that is mandated with responsibilities of a prominent public nature;
- fluency in English, written and oral is required;
- fluency in Inuktitut is an asset;
- knowledge of Inuit culture, values, Inuit Qaujimajatuqangit and traditional practices;
- ability to use computers for word processing, finance, publication, data collection, research, email and internet.

CLOSING DATE IS DECEMBER 10, 2021 AT 11:59 PM EST

PRIORITY CONSIDERATION WILL BE GIVEN TO NUNAVUT LAND CLAIMS BENEFICIARIES

A CRIMINAL RECORDS CHECK IS REQUIRED FOR THIS POSITION

Possession of a criminal record may not disqualify candidates from consideration. Assessment of the criminal record will be measured against the scope and duties of the position.

A FULL JOB DESCRIPTION IS AVAILABLE UPON REQUEST

ONLY THOSE CANDIDATES SELECTED FOR AN INTERVIEW WILL BE CONTACTED

PLEASE SUBMIT YOUR RESUME AND COVER LETTER TO CNDEA HUMAN RESOURCES
Email: cndeahr@gmail.com

ᑲᑐᔾᔨᖃᑎᒌᖕᓂᖕᒋᑦ ᓄᓇᕗᑦ ᐊᕕᒃᑐᖅᓯᒪᓂᖕᒋᓂ ᐃᓚᓐᓂᐊᕐᓂᓚᓂᕐᒧᑦ ᐃᓱᒪᑦᒪᓇᒋᔭᐅᔪᑦ

ᐃᖅᑲᓇᐃᔭᓕᕐᕕᐅᔪᓐᓇᕐᑐᖅ
ᐊᓪᓚᕕᖕᒥ ᐃᓱᒪᑦᑲ

ᑲᑐᔾᔨᖃᑎᒌᖕᓯᒋᑎᒃ ᓄᓇᕗᑦ ᐊᕕᒃᑐᖅᓯᒪᓂᖕᒋᓂ ᐃᓚᓐᓂᐊᕐᓂᓚᓂᕐᒧᑦ ᐃᓱᒪᑦᒪᓇᒋᔭᐅᔪᑦ ᐊᑕᐅᓯᐅᓚᖅᑎᑦᑎᓯᒪᕗᑦ ᓂᐱᒋᔭᐅᓂᕐᒥᓐᓂ ᓄᓇᕗᑦ ᐊᕕᒃᑐᖅᓯᒪᓂᖕᒋᓂ ᐃᓚᓐᓂᐊᕐᓂᓚᓂᕐᒧᑦ ᐃᓱᒪᑦᒪᓇᒋᔭᐅᔪᓄᑦ.

ᐃᓱᒪᑦᑲᖅᓯᓂ ᑐᑭᒧᐊᒃᑎᒋᓪᓗᒋᑦ ᐃᒃᓯᕙᐅᑕᓇᔭᐅᔪᖅ ᐊᒻᒪᓗ ᑲᑎᒪᔨᖕᒋᑦ, ᐊᓪᓚᕕᖕᒥ ᐃᓱᒪᑦᑲ ᐊᔾᔨᒌᖕᒋᐅᖅᑐᓂᒃ ᐊᐅᓚᑦᓯᓂᖅᑲᓇᕐᑐᖅ ᐱᓕᕆᐊᒃᓴᓇᔭᐅᔪᓄᑦ ᑲᑐᔾᔨᖃᑎᒌᖕᑐᑦ ᐊᓪᓚᕕᖕᒐᓂ ᐊᒻᒪᓗ ᐃᑲᔪᖅᑎᐅᕙᖕᓗᓂ ᑲᑐᔾᔨᖃᑎᒌᖕᑐᑦ ᑎᑭᓯᒪᓕᕋᓱᒃᑎᓪᓗᒋᑦ ᑐᕋᕐᕕᒃᓴᕐᑯᑎᑎᓯᒥᓐᓄᑦ. ᐊᓪᓚᕕᖕᒥ ᐃᓱᒪᑦᑲ ᐱᓕᕆᐊᒃᓴᖅᑲᖅᑎᐅᕗᑦ ᑕᒪᐃᓂᒃ ᐊᐅᓚᑦᓯᓂᕐᒧᑦ ᐊᒻᒪᓗ ᓯᕗᓪᓕᖅᑎᐅᓂᕐᒧᑦ ᑲᑐᔾᔨᖃᑎᒌᖕᑐᓄᑦ ᐃᓚᖅᑲᖅᓪᓗᒋᑦ ᑮᓇᐅᔭᓕᕆᔨᔪᑎᖕᒋᓂᒃ, ᐃᖅᑲᓇᐃᔭᖅᑐ-ᓕᕆᔨᖕᒋᓂᒃ, ᐱᓕᕆᐊᒥᒃ, ᐱᓕᕆᓂᖅᑲᕕᐅᔪᓂᒃ, ᐱᓕᕆᔾᔪᑎᓂᐅᕙᖅᑐᓂᒃ ᐊᒻᒪᓗ ᓴᓇᕐᑎᖕᒋᓂᒃ. ᐃᖅᑲᓇᐃᔭᖅᑎᑖᖑᔪᖅ ᐊᐅᓚᑦᓯᔾᔨᐅᓂᐊᕐᖅ ᐃᓚᒋᔭᐅᔪᓄᑦ ᐱᔾᔪᓯᕋᕈᑎᒃᓴᓂᒃ, ᐱᓕᕆᐊᖑᔪᓂᒃ, ᐊᒻᒪᓗ ᑐᓴᒐᒃᓴᓂᒃ ᐱᓕᕆᐊᖑᕙᓪᓕᐊᕙᖅᑐᓄᑦ ᑐᕋᖕᒐᓪᓗᒋᒃ ᑲᑎᒪᔨᐅᔪᓄᑦ ᐊᒻᒪᓗ ᑲᑐᔾᔨᖃᑎᒌᖑᔪᓄᑦ ᐃᓚᒋᔭᐅᔪᓄᑦ ᐅᖃᐅᔾᔪᐃᒋᐊᖅᑎᐅᕙᖅᑐᓂ, ᓴᐳᔾᔨᒋᐊᖅᑎᐅᕙᖅᑐᓂ, ᖃᐅᔨᓴᐃᔨᐅᕙᖅᑐᓂ, ᐱᓕᕆᓂᖃᕈᓐᓇᕐᓂᖕᒋᓂᒃ ᐱᕈᖅᑎᕐᑎᕙᓪᓕᐊᓂᕐᓄᑦ ᐊᒻᒪᓗ ᖃᐅᔨᒪᓂᐅᔪᓂᒃ ᐊᐅᓚᑦᓯᔾᔨᕙᓐᓂᕐᓄᑦ.

ᖃᐅᔨᒪᓂᖕᒋᑦ, ᐊᔪᖕᒋᑦᒋᑦ ᐊᒻᒪᓗ ᐱᓕᕆᐊᕆᔪᓐᓇᖅᑕᖕᒋᑦ
ᑖᔅᓱᒥᖕᒐ ᐃᖅᑲᓇᐃᔭᖅᑲᓪᓗᕐᑐᑉ ᐱᓕᕆᐊᒃᓴᕆᓇᔭᖅᑕᒥᓄᑦ ᓇᓗᓇᐃᖅᑕᐅᓯᒪᓪᓗᑎᒃ ᖃᐅᔨᒪᓂᖃᕆᐊᖃᓂᐊᕐᖅ ᒪᑯᓂᖕᒐ:

- ᐃᓚᓐᓂᐊᕐᓂᓚᓂᕐᒥ ᐱᓕᕆᐊᖑᔪᕙᖅᑐᓂᒃ ᐊᒻᒪᓗ ᓄᓇᕗᑦ ᒐᕙᒪᖕᒐᓂ ᐃᓚᓐᓂᐊᕐᓂᓚᓂᕐᒧᑦ ᒪᓚᒐᕐᑯᑎᖕᒋᓂᒃ (2020);
- ᒫᓐᓇᐅᔪᒥ ᒐᕙᒪᒃᑯᑦ ᐱᓇᓱᐊᕈᓱᕆᕙᖅᑕᖕᒋᓂᒃ;
- ᐱᓕᕆᕆᖕᒧᑦ ᑲᑎᒪᔨᐅᔪᑦ ᐱᓕᕆᔾᔪᓱᕆᕙᖅᑕᖕᒋᓂᒃ ᐊᒻᒪᓗ ᓇᓗᓇᐃᔭᖅᑕ-ᐅᓯᒪᓪᓗᑎᒃ ᐊᓪᓚᕕᖕᒥ ᐱᓇᓱᐊᕈᓱᐅᕙᖅᑐᓂᒃ;
- ᑮᓇᐅᔭᓕᕆᔾᔪᑎᓂᒃ ᐊᐅᓚᑦᓯᓂᐅᕙᖅᑐᓄᑦ;
- ᐃᖅᑲᓇᐃᔭᖅᑐᓕᕆᓂᕐᒥ ᐊᐅᓚᑦᓯᓂᕐᓄᑦ;
- ᐊᐅᓚᑦᓯᔾᔨᐅᓂᕐᒧᑦ ᐱᓕᕆᐊᖅᑲᖅᓯᒪᓪᓗᓂ ᑲᑐᔾᔨᖃᑎᒌᖑᔪᓂ ᓂᕈᐊᖅᑕᐅᓯᒪᓪᓗᑎᒃ ᐅᕝᕙᓘᓐᓂᓪᓗ ᐊᑭᓕᖅᓱᒪᐅᓇᑎᒃ ᑎᓕᔭᐅᓯᒪᓂᖅᑲᖅᑐᓂᒃ ᐃᓚᒋᔭᐅᖅᑕᐅᔪᓂᒃ ᑲᑎᒪ-ᔨᓄᑦ ᐱᓕᕆᐊᒃᓴᖅᑲᖅᑎᑕᐅᓯᒪᓪᓗᑎᒃ ᐱᒻᒪᕆᐅᑎᐅᔪᓂᒃ ᑭᒃᑯᑐᐃᓐᓇᓇᐊᖑᓪᓗᑎᒃ;
- ᑐᕈᓯᐅᒪᑦᓯᐊᖅᑑᓗᓂ ᖃᓪᓗᓈᑎᑦ, ᑎᑎᕋᖅᓯᒪᔪᓕᐅᕈᓐᓇᕐᓂᓗᓂ ᐊᒻᒪᓗ ᐅᖃᓪᓚᒍᓐᓇᕐᓂᓗᓂ;
- ᐃᓄᒃᑎᑦ ᑐᕈᓯᐊᑦᑎᐊᖅᑑᒃᐸᑦ ᐃᑲᔪᖅᓂᖃᕋᔭᕐᑐᖅ;
- ᖃᐅᔨᒪᓂᖃᕐᓂᓗᓂ ᐃᓄᐃᑦ ᐱᐅᓯᑐᖕᒋᓂᒃ, ᐊᑐᓂᖃᖅᑎᑕᖕᒋᓂᒃ, ᐃᓄᐃᑦ ᖃᐅᔨᒪᔭᑐᖃᖕᒋᓂᒃ ᐊᒻᒪᓗ ᐃᓚᖅᑯᓯᑐᖃᕐᒥᓐᓂ ᖃᓄᐃᓕᐅᕈᓯᐅᕙᖅᑐᓂᒃ;
- ᖃᓇᑕᐅᔭᓂᒃ ᐊᑐᕈᓐᓇᕐᓂᓗᓂ ᑎᑎᕋᖅᓯᒪᔪᓕᐅᔭᓂᐊᕐᓂᓗᓂ, ᑮᓇᐅᔭᓕᕆᔾᔪᑎᓂᒃ ᐱᓕᕆᐊᖃᕐᓂᓗᓂ, ᑐᓴᖅᑎᕋᔾᔪᑎᓕᐅᕐᓂᓗᓂ, ᑐᕈᓯᕆᐊᕐᕕᒃᓴᕐᑯᑎᓂᒃ ᑲᑎᖅᓱᐃᓗᓂ, ᖃᐅᔨᓴᐃᓂᖃᕐᓂᓗᓂ, ᖃᓇᑕᐅᔭᑎᒍᑦ ᑎᑎᕋᕈᓐᓇᖅᑑᓗᓂ ᐊᒻᒪᓗ ᖃᓇᑕᐅᔭᐃᑦ ᐱᑐᔾᔨᒪᕐᕕᖕᒋᑎᒍᑦ ᐱᓕᕆᓂᖃᕈᓐᓇᕐᓂᓗᓂ.

ᐅᓪᓗᖕᒐᓂ ᒪᑐᔭᐅᓂᐊᕐᑐᖅ ᑎᓯᐱᓇ 10, 2021 11:59 ᐅᓪᓗᒃᑯᑦ

ᓯᕗᓪᓕᖅᐸᐅᑕᐅᓗᑎᒃ ᐃᓱᒪᒃᓴᖅᓯᐅᕈᑎᐅᓂᐊᖅᑐᑦ ᓄᓇᕗᑦ ᓄᓇᓕᓇᓂᕐᒧᑦ ᐃᓚᒋᔭᐅᖅᑕᐅᔪᐃᑦ

ᐱᕋᔭᒃᓯᒪᖕᒋᒃᑲᓗᐊᕐᒪᖔᑦ ᖃᐅᔨᒋᐊᖅᑕᐅᔭᓇᐊᖃᕐᓂᐊᕐᑐᖅ ᑕᕝᕗᖕᒐ ᐃᓂᒋᔭᐅᓕᕈᓐᓇᖅᑐᒧᑦ

ᐱᕋᔭᒃᓯᒪᓂᖕᒐᓄᑦ ᑎᑎᕋᖅᑕᐅᓯᒪᓂᖕᒐ ᐱᔾᔪᑕᐅᓗᓂ ᐃᖅᑲᓇᐃᔭᖅᑖᕋᓱᐊᖅᑐᓂᑦ ᐃᓚᐅᖅᑕᐅᑎᑕᐅᖕᒋᓕᕋᔭᕐᓂᖕᒐᓂᒃ ᐃᓱᒪᒃᓴᖅᓯᐅᕈᑎᒋᔭᐅᔪᓂᑦ ᐊᔪᓕᖅᑎᑕᐅᓯᒪᖕᒋᑐᐃᓐᓇᓇᐊᓕᒃ. ᖃᐅᔨᒋᐊᖅᑕᐅᓯᒪᓂᖕᒐ ᐱᕋᔭᒃᓯᒪᖕᒋᒃᑲᓗᐊᕐᒪᖔᑦ ᖃᐅᔨᒋᐊᖅᑕᐅᓯᒪᓕᕋᔭᕐᒪᑕ ᖃᓄᑎᒋᐅᓂᖕᒐᓄᑦ ᐊᒻᒪᓗ ᐱᓕᕆᐊᒃᓴᔭᐅᓇᔭᖅᑐᓄᑦ ᐃᓂᒋᔭᐅᔪᓯᒪᑦ ᐃᓱᒪᒋᔭᐅᓗᑎᒃ.

ᐃᓗᐃᒃᑲᐅᓪᓗᒋᑦ ᐃᖅᑲᓇᐃᔭᒍᑦ ᓇᓗᓇᐃᔭᐅᑎᖕᒋᑦ
ᐊᑐᐃᓐᓇᐅᓕᖅᑎᑕᐅᔪᓐᓇᖅᑐᑦ ᑐᒃᓯᕋᖅᑕᐅᒍᑎᒃ

ᑕᐃᒃᑯᐊ ᑭᓯᒥᒃ ᐃᖅᑲᓇᐃᔭᖅᑖᕋᓱᐊᖅᑐᓂᑦ ᓂᕈᐊᖅᑕᐅᓯᒪᔪᑦ
ᐊᐃᖅᓱᒐᐅᔪᒃᓴᐅᓪᓗᑎᒃ ᑐᓴᖅᑎᑕᐅᓯᒪᓂᐊᖅᑐᑦ

ᐊᑏ ᐊᐅᓪᓚᖅᑎᓪᓗᒋᑦ ᐃᖅᑲᓇᐃᔭᕆᓯᒪᔭᕐᓄᑦ ᑎᑎᕋᖅᓯᒪᔪᑯᑎᑎᑦ ᐊᒻᒪᓗ ᖃᖕᒐᓂ ᑎᑎᖅᑲᐃᑦ ᐅᑯᓄᖕᒐ
CNDEA HUMAN RESOURCES (CNDEA-ᑯᓐᓄᑦ ᐃᖅᑲᓇᐃᔭᖅᑐᓕᕆᔨᖕᒋᑦ)
ᖃᓇᑕᐅᔭᑎᒍᑦ: cndeahr@gmail.com