



WOODLAND
CULTURAL CENTRE

JOB POSTING

Position: Education Curriculum Developer
Location: Woodland Cultural Centre
Job Status: 8 weeks
Hours of Work: 35 per week
Salary: \$26-28.50 per hour

SUMMARY

Reporting to the Education Manager, the Education Curriculum developer will evaluate and create education curriculum-based programming and on the topic of the Indian Residential Schools for the Education Department. This will be used in Ontario Public and Private Schools from grades 1 to 12 and Post-secondary.

**The Data collected and utilized may be emotional and/or triggering due to the nature of Mohawk Institute Survivors stories.

This is part of the Educational Enhancement Project, where Mohawk Institute Survivor stories are gathered and used for the virtual tour and future interpretation tour. This will also give us data to create educational resources for the Woodland Cultural Centre's Education Department.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Develop special programming, lesson plans, instructional videos, slideshows, and documents for instructors/teachers that is curriculum based.
- Develop the structure, content, and objectives of each level from primary- post secondary.
- Demonstrate attention to detail for review and editing
- Make sure the content meets Ontario, Ministry of Education Standards
- Collaborate with the round of teachers for feedback on content

QUALIFICATIONS

- Excellent problem-solving abilities
- Time Management skills, the ability to establish priorities, meet deadlines efficiently and within stated timelines.
- To work independently with minimal supervision and as part of a team, to accomplish the project's goals and objectives.
- The ability to communicate clearly, effectively both verbally and in writing in order to collect, exchange, and provide information in an accurate and timely manner.
- Have or willing to obtain a vulnerable sector check.

184 MOHAWK ST. BRANTFORD, ON. N3S 2X2
WOODLANDCULTURALCENTRE.CA
519-759-2650



WOODLAND
CULTURAL CENTRE

EDUCATION

- University Degree in Education, and/or Indigenous Studies
- Background knowledge of Indian Residential Schools and an understanding of historical trauma

EXPERIENCE

- Previous experience with reviewing and developing curriculum
- Five (5) years' minimum experience working in Education
- Proficiency with Microsoft Office applications
- Proficiency with virtual meeting tools, i.e. ZOOM

IMPACT OF ERROR

Error in judgement may lead to loss of credibility, poor public relations, public confidence and misinformation resulting in embarrassment and potential liability to the Woodland Cultural Centre.

CULTURE

Woodland Cultural Centre serves to preserve and promote Indigenous history, art, language and culture.

EXTERNAL/INTERNAL RELATIONSHIP

Community Members, Contractors, Government Agencies, Council Members, Woodland Cultural Centre Staff, Tourism Partners, Maintenance Contractors, Business Partners and Vendors

WORK ENVIRONMENT

- This position requires normal physical effort
- This position requires normal visual/sensory effort.
- This position typically operates in a generally agreeable work environment

184 MOHAWK ST. BRANTFORD, ON. N3S 2X2
WOODLANDCULTURALCENTRE.CA
519-759-2650



WOODLAND
CULTURAL CENTRE

- Mental Stress: There is regular deadline pressure from various sources.

SUBMISSION PROCESS:

All applicants for this position should submit a cover letter, resume, and three references.

Preference will be given to applicants of Indigenous heritage.

Closing Date: Until Filled

If interested, please send cover letter and resumé with references to:

Woodland Cultural Centre
184 Mohawk Street, Brantford, ON, N3S 2X2

Administrative Assistant
(519) 759-2650
administration@woodlandculturalcentre.ca

Please Note:

- Only those applicants who meet the qualifications will be contacted for an interview
- Police Record Check and copies of education will be required at the time of Offer of Employment

Nia:wen/Thank You

184 MOHAWK ST. BRANTFORD, ON. N3S 2X2
WOODLANDCULTURALCENTRE.CA
519-759-2650