

The logo for Langara College, featuring the word "Langara." in white serif font on an orange square background.

Located in beautiful Vancouver, British Columbia, Langara College provides accessible, high-quality undergraduate, career, and continuing educational programs and services to more than 21,000 students annually. As Canada's pathways college, they provide students with the academic and experiential foundation necessary to chart their course to professional development, career success, further education, and personal development.

Ensuring that Langara meets the needs of the learners and the communities they serve has been a guiding principle of the college. They implemented the first formal Aboriginal Education Policy in the province and now, to further assist and promote the success of Aboriginal students, the college has created the new position of Director, Aboriginal Education and Services. Langara acknowledges its location on the unceded traditional territory of the Musqueam First Nation, and has been honoured to receive a name from Musqueam in their language, *snəwəyəł leləm*, which means *house of teachings*.

THE ROLE

The Director, Aboriginal Education and Services provides strategic leadership and integrated administration for both the Aboriginal Studies program and support services for Aboriginal learners. The Director will be Langara's lead voice on Aboriginal affairs, working to enhance the access of Aboriginal learners to the college, to advance the indigenization of the college and curricula, and to strengthen relationships with Aboriginal communities, organizations and other partners. Reporting directly to the Provost and Vice President of Academics and Students, and working with the Aboriginal Education Committee, the Director will lead the college to achieve on the Aboriginal Initiatives outlined in the Academic Plan and raise the profile of the college as a regional leader and role model in Aboriginal education.

Respect, reciprocity, creativity, collaboration, and innovation are key traits required by the Director, Aboriginal Education and Services. Known as a visionary leader who is trustworthy, politically astute and possesses strong communication skills, their success as the Director will be a result of their ability to engage with authenticity, establish trust, and invoke a community based and participatory approach to relationship building both within and outside of the campus environment.

The ideal candidate will possess a balance of Indigenous and Executive Presence with a lived understanding of, and relevant experience with, how Aboriginal knowledge systems operate in Aboriginal communities as well as the post-secondary environment. This includes; lived knowledge and understanding of culture, colonization, intergenerational trauma and the importance of positive self-concept. The candidate must hold a relevant graduate degree (Doctorate preferred), though an equivalent combination of embedded lived experience, Aboriginal education and knowledge may be considered.

Langara College is committed to creating a diverse and inclusive workplace. Applications are encouraged from qualified candidates who will contribute to this diversity, including members of visible minorities, Aboriginal peoples, and peoples with disabilities.

THE COLLEGE OF HIGHER
LEARNING



FOR ADDITIONAL
INFORMATION ABOUT
LANGARA COLLEGE, PLEASE
VISIT [HTTP://LANGARA.CA](http://langara.ca)

HIGGINS EXECUTIVE SEARCH

Applications and inquiries for this exciting opportunity should be directed to:

Mr. Brock Higgins at
brock@higginsinc.com,
telephone number: 613-788-
8254 ext. 101

The logo for Higgins Executive Search, featuring a stylized diamond shape composed of four smaller diamonds.
higgins
EXECUTIVE SEARCH

A. Information:

Position Title:	Director, Aboriginal Education and Services
Position #:	FNAT91
Instruction/Support Area:	Aboriginal Education and Services
Division/Department:	Academic and Student Services
Reports to:	Provost and Vice-President, Academic and Students
Positions Supervised:	Elder in Residence; Coordinator, Services and Recruitment; Coordinator, Aboriginal Studies
Affiliation:	Administrative
Pay Grade:	T*
Date Prepared:	August 23, 2016

B. Position Summary:

Guided by the principles of the United Nations Declaration for the Rights of Indigenous Peoples, the Truth and Reconciliation Commission Calls to Action and the Colleges and Institutes Canada Indigenous Education Protocol, the Director, Aboriginal Education and Services, provides strategic leadership and integrated administration for both Aboriginal education and support services for Aboriginal learners. The Director will be Langara's lead voice on Aboriginal matters, working to enhance the access of Aboriginal learners to the College, to advance the indigenization of the College and curricula, and to strengthen relationships with Aboriginal communities, organizations and other partners. Reporting directly to the Provost and Vice President Academic and Students, and working closely with the Aboriginal Education Committee, the Director will lead the college to achieve Aboriginal initiatives outlined in the Academic Plan and raise the profile of the college as a regional leader and role model in Aboriginal education.

C. Duties & Responsibilities:

Strategic Planning

- Establishes overall direction and vision for the indigenization of Langara College.
- Identifies opportunities as well as supports the development, planning and execution of initiatives to enhance the Indigenization of Langara College, including:
 - Curriculum and programs;
 - Support services;
 - Aboriginal student access and success.
- Develops and implements plans to increase Aboriginal student enrollment and academic success.
- Develops and implements partnerships in alignment with the Academic Plan.
- Helps in identifying the needs and supports the development of work plans, project plans, and other tools to guide and support the implementation of an Indigenization plan.
- Advises on policy and policy development, as they relate to Aboriginal academics, support services, and partnerships.
- Provides leadership, advice, and support to employees and faculty regarding local, provincial, and national Aboriginal protocols and practices.
- Evaluates annually the Aboriginal education and service initiatives and activities at the College and reports on results.
- Ensures information gathering and data collection within the college to assess effectiveness of activities and action plans regarding Aboriginal student services and education; leverages data gathered to drive strategic planning.

Academic Development

- Works collegially with the Aboriginal Studies Department and faculty to assist the development of culturally responsive programs and curriculum.
- Participates in program advisory committees.
- Encourages and supports faculty to conduct applied community-based and participatory research and to advance relevant scholarly research areas by securing necessary resources and by liaising with Deans, Aboriginal communities, and other relevant external stakeholders.

Stakeholder Engagement

- Works with the Aboriginal Education Committee, the Aboriginal Studies Department and faculty to develop culturally responsive initiatives and projects.
- Acts as the primary Aboriginal spokesperson and advocates for Langara College with internal and external stakeholders to build and maintain effective partnerships and programs locally, provincially and nationally.
- Develops and maintains positive relationships with key external stakeholders such as other post-secondary institutions, Aboriginal organizations, government ministries, funding agencies and foundations.
- Engages with Aboriginal communities to strengthen relationships and raise awareness of Langara's commitment to services supporting culturally responsive Aboriginal education, and develops local, provincial and national relationships as appropriate.

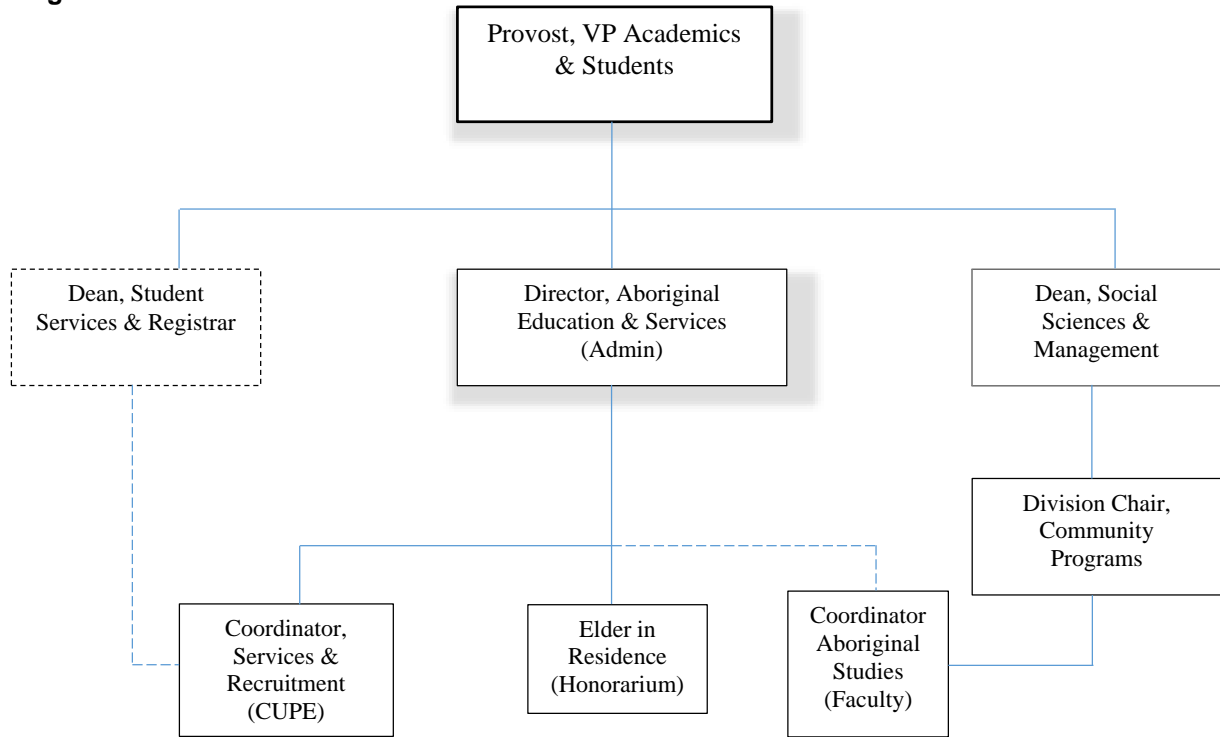
Administration and Support Services

- Jointly with the Dean, Student Services and Registrar, oversees student services staff who work on Aboriginal specific mandates.
- Partners with the Dean, Student Services and Registrar and with the student services department on Aboriginal support services; identifies gaps in current service offerings and assists in developing new programs, policies, procedures and services that consider the enrollment, retention, and success of Aboriginal students at Langara.
- Develops and implements recruitment plans targeting Aboriginal students for all Langara programs; oversees and leads the Aboriginal Recruitment Coordinator.
- Facilitates, coordinates, and delivers various activities, events, and workshops to foster awareness and understanding of current and emerging education issues within Aboriginal communities, Aboriginal history, cultural practices, traditional knowledge, etc.
- Works collaboratively with students, faculty and staff to ensure that services and activities are socially and culturally appropriate for Aboriginal students locally, provincially and nationally.

Management and Finances

- Develops and monitors budgets, ensures the effective use of resources and undertakes reporting as required.
- Identifies funding opportunities and secures funding for Aboriginal initiatives and projects.
- Establishes and monitors contracts with partners (MOUs, agreements, etc.).
- Responsible for personnel oversight and performance management of direct reports.
- In the context of the Collective Agreements, and in co-operation with the associations and unions, helps identify and support training and capacity building of faculty and staff to enhance performance management.

D. Organization Chart



Note: The Coordinator would be a functional member of the student services team. Similar to the Manager of IE Student Services

E. Qualifications Required

Education & Experience

- Relevant graduate degree (Doctorate preferred) and a combination of embedded lived experience, skills and knowledge of Aboriginal knowledge system(s), de-colonization, inter-generational trauma and the importance of positive self-concept in education.
- Minimum of five years' relevant experience, in a post-secondary environment.
- Minimum of five years' experience in a leadership role in an Aboriginal organization, association, or other related workplace.
- Strong knowledge of Aboriginal Peoples, cultures and protocols locally, provincially and nationally.
- Working closely with British Columbia Aboriginal communities/organizations would be considered an asset.
- Knowledge of current and emerging issues in Aboriginal education as well as relevant legislation.

Skills & Abilities

- Demonstrated track record in developing culturally responsive curriculum, curriculum development processes that enhance Aboriginal learners' experiences in collaboration with internal stakeholders and Aboriginal organizations/communities locally, provincially and nationally.
- Strong knowledge of Aboriginal education pedagogies and multiple content delivery models.
- A collaborative work style as well as the ability to take initiative and work independently.
- Excellent interpersonal, communication and presentation skills (both verbal and written); knowledge of an Aboriginal language is an asset.
- Proven relationship building skills utilizing respect, reciprocity, creativity, collaboration, and innovation to engage others with authenticity and trust.
- Strong strategic planning skills and an ability to communicate vision and gain buy-in.
- Demonstrated ability to exercise judgement and sensitivity when working with complex issues.
- Exceptional project management skills; strong abilities in time management, organization, and an ability to balance multiple priorities simultaneously.
- Exceptional dispute resolution and conflict management skills.
- Strong intercultural skills with an ability to work tactfully and diplomatically with employees from all levels of the College as well as with internal and external partners and stakeholders.
- Financial management, human resources management, administration and negotiation skills.
- Flexibility to work evenings and weekends as required as well as to travel to local Aboriginal communities, for off-campus meetings, and to attend events and professional development activities.

F. Supervisor's Review:

I agree that the above accurately describes the duties and responsibilities of this position.

Signature: _____ Date: _____
(Supervisor/Administrator of position)

G. Human Resources Approval:

Signature: _____ Date: _____

Position Title: Director, Aboriginal Education and Services
Position #: FNAT91
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(Human Resources Consultant)

POSITION # FNAT91