



ANGLOPHONE NORTH SCHOOL DISTRICT

Expression of Interest

First Nation Education School Coordinator

Competition #25-157

Miramichi Valley High School

2025–2026 School Year

Reporting Authority:

The First Nation Education School Coordinator reports directly to the **School Principal**, with an indirect reporting relationship to the **First Nation Directors of Education**.

Scope of the Role:

The overarching mandate of the First Nation Education School Coordinator is twofold:

1. **Support First Nation Education** within Miramichi Valley High School by coordinating and managing all enhancement staff from **Esgenoopetitj** and **Natoageneq** to ensure efficient and effective service delivery.
2. **Facilitate positive transitions** for First Nation students from community-operated schools into the provincial school system, supporting their academic and personal success.

Key Responsibilities:

- Coordinate and oversee all enhancement services provided by both communities.
- Lead regular team meetings with enhancement staff to set goals and strategies for improving student achievement.
- Organize professional development for staff on cultural sensitivity, anti-racism, and First Nation issues.
- Serve as a positive role model and advocate for First Nation students.
- Build strong relationships with students to support their well-being and academic success.
- Maintain regular communication and visits with community schools to support student transitions.
- Meet with students individually and in small groups to assess and support their needs.
- Liaise with school staff and parents regarding student progress and expectations.
- Develop and maintain a network of internal and external supports related to mental health, academics, attendance, and post-secondary planning.
- Attend staff meetings, chair NEAT meetings, and participate in professional development.
- Participate in ESST meetings when First Nation students are discussed and monitor their progress.
- Support students with attendance challenges.
- Promote awareness and appreciation of First Nations culture within the school.
- Encourage student participation in extracurricular activities.
- Perform other duties as assigned.

TRANSITION PROCESS:

Spring- **Transition From** (Band
Operated School)

Fall- **Transition To** (MVHS)

Winter- **Transition Through**

Time Allocation:

- **50% – Student Contact**
 - Check-ins (social-emotional and academic)
 - Parent communication (3-call rule)
 - Other student support activities
- **30% – Coordination of Enhancement Employees**
 - Bi-weekly data-driven team meetings with MVHS Enhancement Team
 - Reporting and administrative tasks
- **15% – Data Collection & Analysis**
 - Student screening
 - Student Support Card
- **5% – Professional Development & Capacity Building**
 - Receiving and facilitating PD sessions

Preferred Qualifications:

- A minimum 5 years of teaching experience under a B contract
 - Teaching experience at various grade levels (elementary and/or middle and/or high school)
 - Demonstrated leadership experience in formal or informal roles
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Application Process:

Applicants are asked to clearly demonstrate in their application how they meet the qualifications and possess the skills required for this position. Please note that, depending on the response to this competition, education and/or experience requirements may be adjusted.

Closing Date: Wednesday, July 2, 2025, at 12:00 p.m. (AST)

All applications must be submitted through ApplyToEducation at the following link:

<https://asdn.simplification.com>