



Employment Opportunity

Position: Mining Foundations Instructor

Location: Rainy Lake Campus

Start Date: Anticipated October 13, 2025

Wage: \$60.00/hr, 35-hours per week

Deadline: September 17, 2025

Duration: 6-Week Contract Position

How to apply: Please send a cover letter, resume, and three employment-related references (one of which must be from a current/recent supervisor) to one of the options below. Please note email is preferred:



Email:

Attn: Human Resources Department
human.resources@7generations.org



Mail:

Attn: Personnel Committee
Seven Generations Education Institute
1452 Idylwild Drive, PO Box 297
Fort Frances, ON, P9A 3M6



Fax:

Attn: Personnel Committee
(807) 274-8761

Please direct any questions regarding this opportunity to Katie McCaig, Training Coordinator at katelynm@7generations.org

We would like to thank everyone for their application, but only those individuals selected for an interview will be contacted. Accommodation in the recruitment process is available upon request by contacting Human Resources.

Applicants who are members of one of the ten governing communities of SGEI are asked to identify this in their application.

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Mining Foundations Instructor

Job Description

General description

The Mining Foundations Instructor is responsible for delivering a six-week, culturally relevant employment readiness program that prepares participants for entry-level opportunities within the mining industry. This role includes teaching essential workplace skills, Canadian workplace expectations, and foundational knowledge of mining operations. The Instructor will guide students through the development of communication, critical thinking, and job preparation skills, while introducing them to the life cycle of mining, safety practices, sustainability concepts, and regional mining career paths. Instruction will be delivered using a combination of hands-on activities, classroom discussion, and applied learning strategies tailored to adult learners.

The Instructor is expected to foster a safe, inclusive, and engaging learning environment that incorporates cultural awareness, supports learner success, and meets both educational and industry standards. Additional responsibilities include maintaining accurate records of student progress, collaborating with training staff, and supporting learners as they build the confidence and tools needed for success in the workforce.

Qualifications and skills requirements

1. Completion of a diploma or degree in adult education, career development, Indigenous studies, mining, or a related field.
2. Industry experience in mining, career development, or employment training considered a strong asset.
3. An understanding and appreciation of the unique characteristics, strengths and issues related to adult learners.
4. A combination of relevant education and experience may be considered on a case-by-case basis.
5. Strong understanding of Canadian workplace expectations, employment readiness, and essential skills development.
6. Knowledge of the mining sector, including life cycle stages, safety practices, sustainability, and regional mining operations.
7. Demonstrated ability to incorporate cultural awareness, sensitivity, and Indigenous perspectives into instruction.
8. Skilled in teaching soft skills such as communication, critical thinking, confidence-building, and teamwork.
9. Excellent verbal and written communication skills, with the ability to engage diverse learners.
10. Strong interpersonal skills with a demonstrated ability to build trust and rapport with students.



11. Comfortable facilitating discussions on topics such as organizational culture, professional conduct, and cultural safety.
12. Experience supporting learners in resume writing, cover letter development, and job interview preparation.
13. Strong planning and classroom management skills with the ability to adapt instruction to meet varying learning needs.
14. Ability to foster an inclusive, respectful, and motivating learning environment.
15. Knowledge of Anishinaabemowin and Anishinaabe culture is an asset.
16. High level of initiative, organization, and independent problem-solving.
17. Valid driver's license and ability to travel if required.
18. Committed to promoting a safe and culturally appropriate learning environment.

Supervisor: Training Coordinator

Job duties/responsibilities

1. Deliver instruction on essential workplace skills including attitude, communication, punctuality, and personal responsibility.
2. Facilitate learning activities that help students develop confidence and professionalism in Canadian workplace settings.
3. Guide learners in improving communication skills—verbal, written, and non-verbal—through exercises, feedback, and real-world scenarios.
4. Teach career preparation skills including goal setting, resume development, cover letter writing, and interview techniques.
5. Introduce learners to Canadian organizational structures, workplace cultures, and expectations across industries.
6. Provide foundational instruction on the Canadian mining industry, including history, types of mining, sustainability practices, and life cycle stages.
7. Educate students about regional gold mining operations and potential career pathways in mining (e.g., surface miner, drill helper, equipment operator).
8. Support learners in understanding the impact of cultural awareness, cultural competence, and cultural safety in professional environments.
9. Promote the development of critical thinking, collaboration, and active listening in classroom interactions.
10. Encourage team-based activities to simulate real-world workplace scenarios and foster peer learning.
11. Maintain detailed records of student attendance, progress, and participation in accordance with policy.
12. Monitor student engagement and provide individualized support or referrals when necessary.
13. Collaborate with the Training Coordinator and other instructional staff to ensure program goals and learning outcomes are met.
14. Create and maintain a safe, respectful, and culturally relevant learning environment.



15. Perform additional duties as assigned by the Training Coordinator or Director of Training related to the successful delivery of the program.

Relationships

Internal

1. Reports to and interacts with Training Coordinator and Director of Training.
2. Responds to and interacts with SGEI Staff.
3. Responds to and interacts with students and other instructors.

External

1. Interact with community partners as required.
2. May interact with members of the public on occasion.

Working conditions

- Incumbent works indoors in climate-controlled conditions.
- May be exposed to noise, and on rare occasions to behaviourally difficult students, clients, and members of the public.
- Normally seven (7) hour days with occasional overtime requirements.
- Occasional travel may be required.
- The position requires a high degree of concentration for extended periods of time.
- Manual dexterity is required in the operation of computers, with moderate requirements to maintain speed and ensure accuracy.
- Incumbent varies between alternating positions of sitting and standing with the ability to change positions.
- Occasional lifting of up to 20 lbs required.

Conditions of Employment

- Provision of a satisfactory Vulnerable sector check.
- Valid Ontario class 'G' driver's license.