



Employment Opportunity

Position: Gaa-wijji'tood Anishinaabemowin

Location: Rainy Lake Campus

Start Date: November 2026

Deadline: October 21, 2026

Duration: Fixed-term to March 31, 2027

Wage: \$38.71 to \$47.31/hour, based on a 35-hour work week

How to apply: Please send a cover letter, resume, and three employment-related references (one of which must be from a current/recent supervisor) via one of the following: **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 **Carissa Copenace, Gaa-anokaadang Anishinaabemowin** at carissac@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.



Gaa-wiiji'itood Anishinaabemowin

(Person Who Helps the Language)

Job Description

General description

The Gaa-wiiji'itood Anishinaabemowin will support the development, review, and enhancement of Anishinaabemowin curricula, learning resources, and educational materials. Working collaboratively with the Anishinaabemodaa team, the Gaa-wiiji'itood Anishinaabemowin will respond to team and community requests for engaging and creating effective content that supports Anishinaabemowin language acquisition across various age groups and proficiency levels.

The incumbent will work with their supervisor to evaluate the effectiveness of curricula, resources, and learning tools developed through Anishinaabemodaa, and will implement revisions, updates, and enhancements as needed to ensure quality, relevance, and learner success. They will also contribute content to digital learning platforms, including anishinaabemodaa.ca, and maintain an organized and accessible database of educational resources and materials. A strong understanding of Anishinaabe language, culture, traditions, and protocols is essential for this role.

Qualifications and skills requirements

1. A minimum 2-year post secondary diploma or degree in Indigenous Studies, Anishinaabemowin/Indigenous Languages, Community Development, Social Work, Education, or a related field.
2. 1-2 years of related experience in curriculum development, educational resource development, Indigenous language revitalization, program development, or a combination of these areas, preferred.
3. Basic conversational ability in Anishinaabemowin — including greetings, introductions, and common everyday phrases and terminology relevant to language and cultural programming — along with the personal commitment to growth and learning is required. Proficiency or fluency is preferred.
4. An equivalent combination of education, community knowledge, lived experience, and work experience may be considered.
5. Knowledge and understanding of learning principles, compliance regulations and curriculum requirements, preferred
6. Working knowledge of Audio and video recording equipment
7. Excellent interpersonal skills
8. Excellent verbal and written communication skills
9. Strong working knowledge of Microsoft software, including Word, Excel, etc.
10. Willing to participate in ongoing learning
11. High level of critical and logical thinking, analysis, and/or reasoning to identify underlying principles, reasons, or facts



12. High degree of resourcefulness, flexibility, and adaptability with a strong organizational skill set

Supervisor: Gaa-anokaadang Anishinaabemowin, Associate Director

Job duties/responsibilities

1. Collaborate effectively with Anishinaabemowin speakers, Elders, Knowledge Keepers, and community members in all phases of language, curriculum, and resource development.
2. Lead the development, review, evaluation, and continuous improvement of Anishinaabemowin curricula, educational resources, and learning materials to ensure linguistic accuracy, cultural integrity, and learner engagement.
3. Research, collect, analyze, and synthesize information and data to support the development of new programs, curricula, and educational resources.
4. Safeguard culturally sensitive stories, teachings, recordings, and community knowledge obtained through engagement activities, ensuring secure management of information in accordance with consent protocols, community expectations, and SGEI policies. Exercise sound judgment regarding the appropriate use, sharing, and preservation of knowledge while respecting community ownership and intellectual sovereignty.
5. Develop and implement project plans, establish milestones, monitor progress, and evaluate outcomes to ensure the successful delivery of program and curriculum development initiatives.
6. Collaborate with the Anishinaabemodaa team to assess learner needs and design responsive, culturally relevant, and developmentally appropriate language-learning content.
7. Maintain comprehensive knowledge of applicable curriculum standards, educational frameworks, and program requirements, and incorporate revisions as needed to ensure ongoing compliance and relevance.
8. Manage the uploading, organization, maintenance, and quality assurance of digital content across virtual learning platforms, including anishinaabemodaa.ca.
9. Maintain accurate, organized, and accessible digital records, resource repositories, and curriculum databases to support program delivery, reporting, and resource management.
10. Contribute to the planning, development, implementation, and evaluation of organizational program objectives, strategic priorities, and continuous improvement initiatives.

Relationships

Internal

1. Maintain positive and professional relationships within the organization
2. Maintain internal relationship with the Gaa-anokaadang Anishinaabemowin
3. Work with the Anishinaabemodaa team

External

1. Maintain positive and professional relationships with Anishinaabemodaa, Educators, Elders, and partners
2. Attend networking opportunities



3. Works with the surrounding communities

Working conditions

1. Position typically works indoors in a shared office space with continuous exposure to moderate levels of noise
2. Work requires continuous concentration to detail, for a moderate periods daily.
3. Works occasionally in outdoor environments under all conditions
4. The work hours will be seven (7) hours a day with occasional overtime requirements
5. Manual dexterity required to use desktop computer and peripherals, with a moderate requirement for both speed and accuracy
6. Occasional travel may be required

Conditions of Employment

1. Must provide a satisfactory Vulnerable Sector Screening.
2. Valid Ontario class 'G' driver's license; ability and willingness to travel