Employment Opportunity

Position: Post-Secondary Instructor-Police Foundations

Location: Kenora Campus, In-person or remotely

Start Date: January 2027

Deadline: November 13, 2026

Duration: Part-Time, Fixed-Term anticipated until April 2027

Wage: $90.00/hour for instructional time, $45.00/hour for professional development

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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

Fax:
Attn: Personnel Committee
(807) 274-8761

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

Please direct any questions regarding this opportunity to Jonathan Kipling, Post-Secondary Program Coordinator at jonathank@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.

Police Foundations Instructor

Job Description

General description

The Police Foundations Instructor will be responsible for guiding and instructing students of SGEI to maximizing the student learning experience by integrating theory and practical experiences. They plan, organize, and implement an appropriate instructional program(s) in a learning environment that guides and encourages students to develop and fulfill their academic potential. The instructor is responsible for supervising and evaluating students within the program. The instructor will work within an established framework to deliver educational services/programs. The Police Foundations Instructor will work collaboratively with the Post-Secondary Coordinator within Seven Generations Education Institute. The instructor will demonstrate a strong commitment to the planning and improvement processes, ensure support of student achievement, and report directly to the Post-Secondary Coordinator.

Qualifications and skills requirements

1. Ontario Police College Diploma or related post-secondary education
2. A minimum of five (5) years professional experience in policing or justice services
3. Previous experience in providing instructional services is preferred
4. A personable and assertive approach in the promotion of programs and courses
5. Excellent communication skills (both oral and written) as well as strong interpersonal, organizational, presentation and computer skills
6. Knowledge and understanding of the Indigenous culture are preferred
7. Must have demonstrated the ability to interact effectively with colleagues and students
8. Must be able to manage time effectively and efficiently
9. Excellent teamwork and team building skills
10. Must have a high degree of resourcefulness, flexibility, and adaptability
11. Must have a working knowledge of Microsoft software, including Word, Excel, D2L, Microsoft Teams, Zoom, etc.
12. Intimate knowledge of and relationship with the communities of Treaty #3
13. Crucial to this position is a demonstrated ability to understand cultural influences and issues specific to adult learners in northern communities

Supervisor: Post-Secondary Program Coordinator

Job duties/responsibilities

1. Instruct students using various teaching methods, for example, lecture and demonstration, and use audiovisual aids and other materials to supplement presentations
2. The instructor will be responsible for delivery of lectures on theory, techniques, and terminology, as well as delivery of demonstrations for skills required
3. Prepare course objectives and outline for course of study following curriculum guidelines or requirements
4. Assign lessons and mark school assignments
5. Work collaboratively with the Faculty of Anishinaabe Gikendaasowin and the Anishinaabe Izhichigewin Associate Director of Post-Secondary Education to ensure that course delivery is centering Anishinaabe ways of knowing and doing.
6. Collaborate with the Accessibility Coordinator to meet student accommodation and modification needs for various aspects of program delivery.
7. Teach courses in Criminology, Sociology, Ethics, Conflict Management & Crisis Intervention, Criminal Code, Police Powers and other related topics
8. Administer tests to evaluate students' progress, record results, and issue reports in D2L Brightspace to inform students of their progress

9. Keep and maintain attendance records, and follow up with Post-Secondary Coordinator, as needed
10. Meet with students to discuss progress and problems and come up with possible solutions to the student's progress (academic tutoring)
11. Participate in meetings and instructor training when required
12. Instruct and monitor students in the use of learning materials and equipment
13. Ensure all student's records are complete and accurate
14. All instructors are required to attend professional development training sessions

Relationships

Internal

1. Responds and interacts with Post-Secondary Coordinator and Director of Post-Secondary Education and Training
2. Responds and interacts with other program coordinators and staff.
3. Responds and interacts with students and other instructors.
4. Respond and interacts with Post Secondary Registrar

External

1. Liaise with personnel from partner institutions, when required.
2. Liaise with First Nation Communities, where required.

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.
- Hours vary based on operational requirements with occasional evening or weekend commitments.
- May be required to conduct site visits at community agencies for evaluation of student placements as applicable to program.
- Occasional travel may be required for events that require SGEI's representation.
- 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 10 lbs required.

Conditions of Employment

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