

JOB TITLE	Cultural Specialist
MINISTRY/DEPARTMENT	Education
REPORTS TO	ELCC Training and Development Senior Manager
JOB FAMILY	Professional/Expert
CLASSIFICATION LEVEL	Level 2
DATE CLASSIFIED	February 2025

POSITION SUMMARY

The Cultural Specialist, housed in the Ministry of Education, works closely with the Ministry of Culture, Heritage and Language, and collaborates with Capilano University (CapU) Faculty and other Post-Secondary Institutions to foster a deeper understanding of Métis histories, culture, and ways of knowing and being for Early Childhood Educators. The Cultural Specialist ensures the development, revision, and implementation of Métis-focused curricula and educational resources, incorporating Michif language and Métis Core Values, in alignment the strategic goals of MNBC. This role involves arranging Elder teachings, culturally relevant field trips, and evaluating Métis content inclusion in collaboration with CapU Faculty. The Cultural Specialist identifies curricular gaps, advises on Métis integration, researches resources, and fosters effective communication with various stakeholders.

LOCATION

- Provincial Head Office – Surrey, BC.

DUTIES & RESPONSIBILITIES

- Provides expert knowledge and insights to Post Secondary Institutions about Métis culture and the Michif languages.
- Collaborates closely with the Ministry of Culture, Heritage and Language to ensure programs and resources are reflective of Métis ways of knowing and being.
- Collaborates with other cultural leads within MNBC to ensure that cultural information being shared is cohesive across MNBC.
- Develops and evaluate Métis-focused curricula, integrating research-based best practices for cultural education.
- Coordinates and arrange Métis Elder teachings, ensuring accurate representation of cultural traditions in educational settings.
- Organizes culturally relevant field trips and experiential learning opportunities to deepen students' understanding of Métis history and culture.
- Acts as a subject matter expert in developing faculty training programs to enhance Métis cultural competency.
- Researches and assesses educational resources to improve Métis content integration in curricula.
- Collects and analyze feedback from faculty, students, and community members to evaluate program effectiveness.
- Ensures knowledge-sharing across MNBC departments and with external stakeholders to promote consistent and accurate Métis cultural education.
- Connects post secondary communities to resources offered throughout MNBC.
- Participates in committees and project teams as required.



JOB DESCRIPTION

JOB TITLE	Cultural Specialist
MINISTRY/DEPARTMENT	Education
REPORTS TO	ELCC Training and Development Senior Manager
JOB FAMILY	Professional/Expert
CLASSIFICATION LEVEL	Level 2
DATE CLASSIFIED	February 2025

- Undertake related duties as assigned, consistent with the job grade of the position.
- Other duties may be assigned as needed to ensure the efficient operation of MNBC.
- Regular/ occasional attendance at meetings/ events that may require work and travel outside of normal business hours.

Supervision Given

- None

QUALIFICATIONS

- Degree in Early Childhood Education, Indigenous Studies, Cultural Studies, Social Work, History or other relevant areas of study.
- Minimum of three (3) years' experience in teaching or educational resource and/curriculum development role.
- Minimum of 2 years of experience facilitating workshops or delivering presentations.
- Combination of relevant experience, education, and training will be considered.
- Knowledge of Métis culture and history, Métis people in BC, and historical and contemporary issues experienced by Indigenous people within Canada, and contributions made by Métis people in B.C.
- Knowledge of and/or experience delivering Indigenous Cultural Safety programming is an asset.
- Experience working alongside Elders
- Knowledge or experience with online learning platforms is an asset.
- Knowledge or training on trauma informed practice is an asset.
- Demonstrated ability to effectively communicate both verbally and in writing.
- Ability to lead, problem solve, and utilize team-building skills
- Proven ability to utilize strong interpersonal skills to deal with others effectively
- Proven ability to prioritize tasks, meet deadlines, and work with minimal supervision
- Proven ability to utilize, adapt and embrace new technologies, including Office 365 and other database/software required by the role
- Possession of, or the ability to obtain, a Class 5 driver's licence may be required.
- The position may require the completion of a Criminal Record Check and Vulnerable Sector Check.

MNBC VALUES

- **Manâcihitowin (Respect)** - We respect ourselves, others and all Creation.
- **Kwayes'kwât'sowin (Integrity)** - We hold integrity as a core value. We are honest with ourselves, our



JOB DESCRIPTION

JOB TITLE	Cultural Specialist
MINISTRY/DEPARTMENT	Education
REPORTS TO	ELCC Training and Development Senior Manager
JOB FAMILY	Professional/Expert
CLASSIFICATION LEVEL	Level 2
DATE CLASSIFIED	February 2025

colleagues, our communities, and our partners. We are reliable and follow through on our word.

- **Ahtsihcikêwin (Innovation)** - We draw on the spirit of Métis innovation and bring forward our curiosity and creativity to problem solve and develop new solutions for our people.
- **Tâpahtiyim'sowin (Humility)** - We show and practice cultural humility and cultural agility. We are open to new ideas and recognize the wisdom that surrounds us from others who carry different experiences than ours.
- **Kisîwât'sowin (Kindness)** - We show and practice lateral kindness in our organization and to everyone with whom we interact on behalf of the Nation. We practice kaa-wiichihitoyaahk (we take care of each other.)
- **Sipihkisôwin (Resilience)** - We are resilient and do not fear challenges or setbacks but remain courageous and learn from each step of the journey. We channel the courage of our Métis ancestors who faced adversity and remained resilient.
- **Atoskâtowin (Teamwork)** - We work together and actively seek opportunities to share information, collaborate on initiatives, and practice reciprocity for stronger outcomes. We embrace teamwork to achieve greater potential for success.