



INDIGENOUS KNOWLEDGE & WISDOM CENTRE

Indigenous Knowledge & Wisdom Centre (IKWC) Researcher/Resource Developer

Are you dedicated to protecting and promoting Indigenous Knowledge, languages, and culture? IKWC is seeking a Researcher/Resource Developer to capture, create, and populate information for IKWC's Virtual Library. The IKWC Virtual Library is a source of knowledge and educational resources for First Nations K to 12 students, parents, and educators throughout the Treaty 6, 7, and 8 territories. You will be involved in the strategic development of the IKWC Virtual Library to ensure the true, authentic voice, past and present, is accurately documented and conveyed to future generations in the most respectful and ethical way. The IKWC Researcher/Resource Developer will report directly to the Director of Innovation and Research as a member of the IKWC Innovation and Research Team.

As the IKWC- Researcher/Resource Developer you will:

- Ensure First Nation Indigenous Knowledge is shared, transferred, and documented in the most respectful and ethical way.
- Be a Research Team member, capable of maintaining the confidence and cooperation of the Innovation and Research team and assist in the creation of an environment conducive to intellectual and research growth.
- Effectively and efficiently assist in the research program and administrative affairs of the department.
- Assist in transferring Indigenous Knowledge to our Nations through outreach (e.g. collaborative research; seminars; workshops; lectures; publications; and other curriculum tools) and, where applicable, through novel technology transfer (e.g. social media, digital storytelling, etc.)
- Assist in the creation of curricular tools and supports for educators to support First Nations K to 12 students.
- Provide assistance in promotion of IKWC resources, initiatives, and events to the Communications department, as necessary.

- Assist and participate in cultural and special events and other duties as required from time-to-time.

Qualifications:

- Bachelor's Degree in Education, Indigenous Studies, Political Science, Arts, Humanities or a relevant field is preferred.
- Recent graduates and/or emerging professionals (less than 5 years' experience) are encouraged to apply.
- Ability to communicate in one of the affiliated First Nations languages of the Treaty 6, 7, or 8 Territories (Cree, Blackfoot, Dene, Nakoda, or Saulteaux) is desired.
- Detail-oriented with excellent organization and time management skills.
- Ability to work well under pressure and use good judgement in assessing difficult situations.
- Excellent understanding of First Nations protocols and ceremony.
- Strong written/oral communication, research, proofreading and leadership skills.
- Demonstrated ability in using MS Office applications (Word, Excel and PowerPoint) is required.
- Be between the ages of Age 18-30 years as per Skills Link Canada Program Guidelines.
- Reliable mode of transportation and valid driver's license.

CLOSING DATE: DEADLINE 4:30 p.m., January 8, 2020

SUBMIT: A cover letter, resume, and references to:

The Indigenous Knowledge & Wisdom Centre (IKWC)
Suite 200, 17304 – 105 Avenue, Edmonton
Alberta, T5S 1G4
Attention: James Knibb-Lamouche
Director of Innovation and Research
research@ikwc.org
Resumes may also be emailed to: admin@ikwc.org

We thank all applicants for their interest, however, only individuals selected for interviews will be contacted.