

**KCC FACTS**

**\$20M Annual Budget**

**2600+ enrollments**

**Campuses in  
The Pas and  
Thompson**

**Regional Centres in  
Chemawawin Cree  
Nation (Easterville),  
Churchill,  
Flin Flon,  
Nisichawayasihk  
Cree Nation  
(Nelson House),  
Pimicikamak  
Cree Nation  
(Cross Lake),  
Swan River and  
Tataskweyak  
Cree Nation  
(Split Lake).**

**Teaching locations  
throughout Manitoba**

**Over 200 faculty and  
staff**

**Full residence  
facilities**

**College Elder  
Services**

**Mandated to provide  
service throughout  
the vast region north  
of the 53<sup>rd</sup> parallel**

**Recruitment Officer**

Full-Time Permanent Position  
The Pas, Manitoba  
Competition No. 2305

*Through leadership and innovation, Keewatin Community College nurtures a learning environment that values and responds to the unique needs of our communities and people.*

*Keewatin Community College is located in a region abundant in natural resources, including beautiful lakes, rivers, forests, and minerals. The College serves the learning needs of industry and business, and of northern peoples living in urban settings and in communities steeped in Aboriginal cultures and traditions.*

*The College is committed to building a workforce that is representative of the populations it serves. Applications are invited from individuals who have a demonstrated interest in and ability to work with Aboriginal learners and with mature students.*

**The Position:** Keewatin Community College is seeking a dynamic individual as a Recruitment Officer on a full-time basis to ensure effective College promotion and recruitment in all areas served by the College, with a focus on Aboriginal communities. Reporting to the Director of College Marketing and External Relations, the successful candidate will be stationed at The Pas Campus and will be required to travel extensively, mainly throughout the north. Ongoing responsibilities include promoting College programs and public speaking in high schools, Aboriginal communities, agencies and education authorities as well as any other appropriate forum. Other responsibilities include liaising with community leaders and other related contacts with the intent of recruiting students to Keewatin Community College; and to assist in facilitating a communication network to support the overall recruitment efforts of the College.

**Qualifications:** In addition to appropriate educational qualifications and related experience, the individual will possess excellent interpersonal and communication skills (verbal and written), including the ability to establish rapport with and be a role model for secondary school students and other potential College students. Demonstrated leadership skills as well as demonstrated ability to manage results and change and strong thinking skills are other requirements of this position. Personal experience with and a sound knowledge of Aboriginal cultures and communities is required. The ability to speak Cree is an asset. Computer experience is essential (working knowledge of Microsoft Office is desired). The individual must be able to work flexible hours and independently. A valid Driver's License and the ability to travel extensively is required. Previous experience working in a post-secondary environment is desired. A Criminal Record Check will be required.

Employment equity is a factor in the selection process.

Salary: \$23.06 - \$29.02 hourly, plus remoteness allowance.

Closing date: May 9, 2003

**Apply in writing to: Keewatin Community College  
Attention: Human Resource Division  
P.O. Box 3000 The Pas, Manitoba R9A 1M7  
Fax Number: (204) 623-4414  
E-Mail: [HRinfo@keewatincc.mb.ca](mailto:HRinfo@keewatincc.mb.ca)**



**KEEWATIN  
COMMUNITY COLLEGE**