

Posting #24-203CU(E)

Indigenous Research Navigator Office of Indigenous Initiatives Regular, Full-time

Purpose

The Indigenous Research Navigator (IRN) is responsible for enhancing and supporting Indigenous research and education at the University of Northern British Columbia. The role involves working closely with the First Nations Centre (FNC) to ensure effective program delivery and support for Indigenous students and researchers. The IRN's services complement the supports that the FNC provides, fostering a culturally supportive environment, promoting Indigenous knowledge and methodologies, and contributing to the development and success of Indigenous research projects and programs.

Responsibilities

Duties include but are not limited to:

Indigenous Program Development and Management:

- Overseeing and coordinating the Supporting Aboriginal Graduate Enhancement (S.A.G.E.) and Indigenous Research Ambassador programs;
- Creating and delivering culturally-sensitive programming and resources; and
- Managing project timelines, budgets, and resources.

Research Coordination and Support:

- Assisting with the writing of proposals and reports;
- Mentoring Indigenous graduate students and research assistants; and
- Answering questions and guiding community members interested in incorporating Indigenous research methodology, and/or Indigenous ways of knowing and being, into projects or research initiatives.

Community Engagement and Partnerships:

- Collaborating with Indigenous Elders, Knowledge Keepers, and community members; and
- Building and maintaining relationships with university departments and external organizations.

Training and Education:

- Delivering workshops and training sessions; and
- Developing educational materials and resources.

Administrative Tasks:

- Organizing events, meetings, and workshops;
- Managing calendars, budgets, and reports; and
- Maintaining effective communication with Indigenous Nations and organizations.



Qualifications

The successful candidate will possess the following:

- A bachelor's degree; Master's degree or higher preferred.
- A minimum of 1 year of experience working within, or leading a research project in, a Canadian university;
- OCAP Certification through the First Nations Information Governance Centre and TCPS 2: Core considered assets;
- Experience in developing and coordinating educational or research programs, preferably within a higher education setting;
- Supervisory experience, particularly in mentoring or managing research assistants and/or program participants;
- Familiarity with Indigenous cultures and protocols, with demonstrated experience working respectfully and effectively with Indigenous communities;
- Proficiency with Microsoft Office Suite; and
- Proficiency with Canva or similar programs considered an asset.

Salary

This position has been classified at a Grade 8. The annual salary range for this position is \$66,411.80 to \$69,160.00 and the normal starting salary will be \$66,411.80.

UNBC offers employee tuition waivers (includes spouse and dependents), excellent benefit and pension packages, employee training and development opportunities, as well as relocation assistance. For more details please see:

<http://www.unbc.ca/human-resources/employee-benefits>

<http://www.unbc.ca/human-resources/unbc-pension-plan>

Normal hours of work will be 8:30 am – 4:30 pm, Monday through Friday.

Our Commitment to Diversity and Employment Equity

The University of Northern British Columbia is fully committed to creating and maintaining an equitable, diverse, and inclusive environment that is accessible to all. We are devoted to ensuring a welcoming, safe, and inclusive campus free from harassment, bullying, and discrimination. This commitment is woven into our motto and mission. In the Dakelh language, UNBC's motto 'En Cha Huná translates to "they also live" and means respect for all living things. Through the respect for all living things, we are able to grow and learn better together, each bringing our own unique individual differences and contributions to inspire leaders for tomorrow by influencing the world today.

Employment equity requires that we remove barriers and overcome both direct and indirect discrimination. In this way, the pool of excellent candidates increases substantially. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, political belief, religion, marital or family status, age, and/or status as a First Nation, Métis, or Inuit person.



About the Community

Since its founding in 1990, the University of Northern British Columbia (UNBC) has emerged as one of Canada's best small research-intensive universities, with a passion for teaching, discovery, people, and the North. UNBC's excellence is derived from community-inspired research, hands-on learning, and alumni who are leading change around the world.

Since time immemorial, Indigenous peoples have walked gently on the diverse traditional territories where the University of Northern British Columbia community is grateful to live, work, learn, and play. We are committed to building and nurturing relationships with Indigenous peoples, we acknowledge their traditional lands, and we thank them for their hospitality. UNBC's largest campus in Prince George is located on the traditional unceded territory of the Lheidli T'enneh, in the spectacular landscape near the geographic centre of beautiful British Columbia.

UNBC consistently ranks in the top three in its category in the annual Maclean's university rankings. UNBC also recently placed among the top five per cent of higher education institutions worldwide by the Times Higher Education World University Rankings.

With a diverse student population, the University is friendly, inclusive, and supportive. Prince George is a city of ~80,000 people with impressive cultural, educational, and recreational amenities. For more information about living and working in Prince George, please refer to <http://www.unbc.ca/experience> and <https://moveupprincegeorge.ca>. Make your mark with this leading post-secondary institution.

To Apply

The University of Northern British Columbia is committed to employment equity and encourages applications from the four designated groups (women, Indigenous peoples, persons with disabilities, and members of visible minorities) as well as the 2SLGBTQ+ communities and individuals with intersectional identities.

Individuals identifying as Indigenous are encouraged to self-identify.

Persons with disabilities, who anticipate needing accommodation for any part of the application and hiring process, may contact UNBC Health & Wellbeing at employeewellbeing@unbc.ca. Any personal information provided will be maintained in confidence.

Please forward your resume and proof of education (e.g. copy of transcripts or copy of degree/diploma) and include the competition number #24-203CU(E) in the subject line to:

Human Resources, University of Northern British Columbia,
3333 University Way, Prince George, BC, V2N 4Z9

Email submissions: HRecruit@unbc.ca
Inquiries: (250) 960-5521

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. We thank all applicants for their interest in UNBC however, only those applicants selected for further consideration will be contacted.

Applications will be accepted until the position is filled.

