



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

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Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/07/12

Indigenous Student Engagement Advisor

Job ID	2E-5F-FF-15-71-8E	
Web Address	https://careers.indigenous.link/viewjob?jobname=2E-5F-FF-15-71-8E	
Company	UBC Sauder School Of Business	
Location	Vancouver, British Columbia	
Date Posted	From: 2024-05-14	To: 2024-11-10
Job	Type: Full-time	Category: Education
Job Start Date	July 15, 2024	
Job Salary	\$6,551.00 - \$9,418.83 CAD Monthly	
Languages	English	

Description

Job Title: Indigenous Student Engagement Advisor

Location: UBC Vancouver Point Grey Campus

This position is eligible for a hybrid work arrangement, however, may be subject to change due to operational requirements.

Time type: Full time

Job Category: M&P - AAPS

Job Profile: AAPS Salaried - Student Management, Level B

Department: UBC Sauder School of Business

Compensation Range: \$6,551.00 - \$9,418.83 CAD Monthly

The Compensation Range is the span between the minimum and maximum base salary for a position. The midpoint of the range is approximately halfway between the minimum and the maximum and represents an employee that possesses full job knowledge, qualifications and experience for the position. In the normal course, employees will be hired, transferred or promoted between the minimum and midpoint of the salary range for a job.

Posting End Date: June 10, 2024

Note: Applications will be accepted until 11:59 PM on the day prior to the Posting End Date above.

Job End Date: Jul 15, 2026

At UBC, we believe that attracting and sustaining a diverse workforce is key to the successful pursuit of excellence in research, innovation, and learning for all faculty, staff and students. Our commitment to employment equity helps achieve inclusion and fairness, brings rich diversity to UBC as a workplace, and creates the necessary conditions for a rewarding career.

Job Summary

UBC Sauder School of Business is one of the world's leading business faculties. The school consistently ranks among the top 100 in the world and is recognized internationally for excellence in research and learning, an outstanding faculty and unmatched global partnerships. A collaborative and respectful culture within which all members of our community can thrive is a key principle in our

strategic plan, and one that underpins our educational mission.

UBC Sauder School of Business is committed to the rebuilding of Indigenous economies in alignment with the Calls to Action of the Truth and Reconciliation Commission (TRC) and the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP). We recognize that achieving reconciliation will not be possible without vibrant Indigenous economies.

To take meaningful reconciliatory action, UBC Sauder faculty and staff commit to ongoing cultural awareness training and learning of Indigenous pedagogy models. The two-eyed seeing approach will be a key factor in building bridges and fostering better relationships that support Indigenous students and communities. Guided by and rooted in the UBC Indigenous Strategic Plan, upholding safe student spaces and experiences is a top priority.

Indigenous-led economic strategy is critical to the growth of Indigenous communities in Canada. Developing transformational business pathways ensure creative opportunities that will build a future generation of leaders. Interweaving traditional Indigenous pedagogy models with western theories will provide new platforms that allow positive growth in Indigenous communities. The unique advantage of Indigenous visionaries and entrepreneurs is the connection to cultural identity and their values system. Through these teachings they will rise to rebuild their Indigenous economies and be part of the economic fabric of Canada.

We acknowledge that UBC Sauder at the Vancouver Point Grey campus is situated on the traditional, ancestral and unceded territory of the Musqueam. We acknowledge that UBC Sauder at UBC Robson Square is situated on the traditional territory of the Musqueam, Squamish and Tsleil-Waututh.

The Indigenous Student Engagement Advisor is responsible for developing, delivering, and evaluating programs and services to support undergraduate Indigenous student engagement, learning, and personal and professional development. In collaboration with university partners, the Advisor supports Indigenous UBC Sauder undergraduate students to become successful university scholars, who are well positioned to engage in the university community and achieve their personal and career goals.

The Indigenous Student Engagement Advisor develops learning outcomes and objectives, co-curricular learning experiences, and advises instructors and departments within UBC Sauder that are seeking to incorporate Indigenous peer-supported learning and professional development into curriculum and programs. Key priorities include advising Indigenous student groups and organizations and supporting Indigenous student leadership broadly, including student-initiated projects. The Indigenous Student Engagement Advisor also works closely with the UBC Sauder Recruitment and Admissions team to promote recruitment and retention of Indigenous students to UBC Sauder.

Organizational Status

The Advisor reports to the Associate Director, Student Engagement and Development at the UBC Sauder School of Business. The incumbent's day-to-day activities are integrated into the UBC Sauder Undergraduate Office and they work in close collaboration with the Executive Director, Indigenous Business Initiatives and Engagement, Ch'nook Indigenous Business Education, Recruitment and Admissions team and with other campus-wide and faculty-specific Indigenous student service professionals. The Advisor collaborates and supports the goals of the First Nations House of Learning, and actively uses UBC's Indigenous Strategic Plan to inform their work. In addition to interacting with current and prospective students to UBC Sauder, the Advisor works

externally with high schools and Indigenous communities and organizations.

Work Performed

Primary responsibilities fall within four major areas: (1) Student and Community Engagement; (2) Student Leadership and Development; (3) Recruitment and Retention; and (4) Strategic Initiatives.

Student and Community Engagement

- Working with the Associate Director, Student Engagement and Development, and the Executive Director, Indigenous Business Initiatives and Engagement, develops and implements faculty-hosted student engagement and development programs for undergraduate Indigenous students.
- Advises instructors and departments within UBC Sauder that are seeking to incorporate Indigenous peer-supported learning and professional development into curriculum and programs.
- Leads and coordinates the delivery of existing student development programs and co-curricular experiences, activities and services for Indigenous students. Programs include those developed in collaboration with the UBC Sauder departments and units, UBC Orientation, colleagues in the Student Development & Services Portfolio, the Commerce Undergraduate Society and other student engagement colleagues on campus.
- Identifies and supports students in crisis, either personal or academic, and advises students on available resources and makes appropriate referrals to personal support services on campus.

Student Leadership and Development

- Creates and implements the mechanisms for students to participate in, lead and direct activities and events that enhance the student experience and sustain a sense of community among Indigenous Commerce students.
- Focuses on supporting student leaders through advising, training, professional development and skill building opportunities. Works closely with student leaders to coach and advise in program development and event planning.
- Adjudicates Indigenous student awards and initiative funding; maintains reporting and compliance of award eligibility.
- Hires, trains and supervises part-time student employees and volunteers for events and coordinates work schedules.

Recruitment and Retention

- Works with the UBC Sauder Recruitment and Admissions team to promote Indigenous student enrolment. Supports the creation of new initiatives and pilot programs to support Indigenous student enrolment.
- Develops, implements, and assesses orientation and transition programming, including events such as Online Orientation, Jump Start, Imagine Day, Beyond Imagine and Spark for Bachelor of Commerce (BCom) students that are accessible, inclusive and impactful for all students.

Strategic Initiatives

- Participates in cross-campus communities and communities of practice such as faculty-based student engagement and the First Nations House of Learning, while representing the views and perspectives of UBC Sauder and its student community in a thoughtful way.
- Develops, implements and assesses student learning outcomes as part of program planning process.
- Prepares reports, develops and manages program-specific budgets.
- Implements and manages processes for collecting Indigenous student data and feedback; provides recommendations based on findings.

- Reviews and assesses UBC policies and procedures and proposes solutions and business process improvements that would have a positive effect for Indigenous student enrolment, retention, and success.
- Remains current in the literature and research in the field of student development and Indigenous relations.
- Performs other duties as required.

Consequence of Error/Judgement

Poor performance or management in this position would contribute to inefficient operations and low-quality service being provided by the Undergraduate Office, directly affecting the quality of student's undergraduate experience; and impact the Faculty's reputation and accountability with students, faculty and staff negatively. Decisions have an impact on the development of relationships both within the university and in external communities. Inability to work cooperatively with students, staff, and faculty will jeopardize the effective provision of services and programs to students.

Supervision Received

Working under the direction of the Associate Director, Student Engagement and Development, with support of the Executive Director, Indigenous Business Initiatives and Engagement, the Indigenous Student Engagement Advisor will exercise considerable judgment and innovation in developing and implementing programs and supporting indigenous student community and success.

Supervision Given

May supervise staff, student employees and volunteers. Will be required to take responsibility for projects that are substantially carried out by others, including faculty, employees, and student volunteers who are not directly supervised by the Advisor. Must work cooperatively with stakeholders to ensure that common goals are established and achieved.

Minimum Qualifications

Undergraduate degree in a relevant discipline. Minimum of three to four years of related experience or the equivalent combination of education and experience.

- Willingness to respect diverse perspectives, including perspectives in conflict with one's own
- Demonstrates a commitment to enhancing one's own awareness, knowledge, and skills related to equity, diversity, and inclusion

Preferred Qualifications

- Demonstrated experience working in a community that prioritizes social justice, equity, and the unique vulnerabilities, resiliencies and human rights needs pertinent to working with Indigenous peoples and communities.
- Experience working in a post-secondary environment in project management or program development is preferred.
- Experience in designing and delivering educational workshops and managing large events.
- Excellent communication skills, both verbal and written, including evidence of ability to communicate well in a cross-cultural environment.
- Excellent interpersonal skills and the ability to deal effectively with a diversity of people.
- Demonstrated ability to work collaboratively with a variety of different stakeholders.
- Must have excellent program-solving skills, including the ability to plan ahead, anticipate programs and meet deadlines efficiently.
- Knowledge of student development theories.
- Must be able to accommodate flexible hours to attend events, deliver workshops, or provide

training in evenings and on weekends.

Preference will be given to the Indigenous candidates. We encourage Indigenous people to self-identify in their applications.

How to Apply

Click "Apply Now"