



# 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:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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# Job Board Posting



Careers.Indigenous.Link

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## Director of The ASPIRE Initiative

|                       |   |                     |
|-----------------------|---|---------------------|
| <b>Job ID</b>         | <b>9C-C3-F4-8C-FC-FA</b>  |                     |
| <b>Web Address</b>    | <a href="https://careers.indigenous.link/viewjob?jobname=9C-C3-F4-8C-FC-FA">https://careers.indigenous.link/viewjob?jobname=9C-C3-F4-8C-FC-FA</a> |                     |
| <b>Company</b>        | Booth University College  |                     |
| <b>Location</b>       | Winnipeg, Manitoba  |                     |
| <b>Date Posted</b>    | From: 2024-03-29  | To: 2024-09-25      |
| <b>Job</b>            | Type: Full-time   | Category: Education |
| <b>Job Start Date</b> | July 1, 2024  |                     |
| <b>Languages</b>      | English   |                     |

### Description

The Director of the ASPIRE Initiative provides leadership for and management of the ASPIRE Initiative, a program focused on accelerated pathways for students pursuing studies in either the Associate of Arts (in Humanities/Social Sciences) or the Associate of Business Administration. The Director of the ASPIRE Initiative will work closely with the Vice President Academic in all matters requiring academic oversight, including curriculum and policy (Senate) matters, instructor orientation and contracts. The Director will also work closely with the Registrar and IT to ensure that all students are enrolled in Populi and have appropriate access to courses and learning materials.

**SUPERVISORY FUNCTIONS:** Supervises regular and contract ASPIRE employees (e.g., Administrative Assistant, Program Advisors, Sessional Instructors)

Essential Functions of the Job:

- Lead the development, implementation, and assessment of the academic programs of ASPIRE in accordance with the mission and strategic plan of Booth University College
- Develop existing AA and ABA programs into an accelerated 8-week format
- Provide oversight to the AA and ABA accelerated 8-week programs
- Conduct regular assessment of all ASPIRE programs including viability, academic rigor, student satisfaction, use of current technologies, etc.
- Assure all accounts are managed according to budget provided to operate program
- Provide leadership to regular and contract ASPIRE employees
- Recruit qualified instructors for ASPIRE courses and recommend appointments to the Vice President Academic
- Ensure appropriate orientation and training is provided for new instructors
- Act as resource for instructors and students dealing with program issues
- Develop a team of highly competent, highly efficient staff, committed to success
- Develop, implement, and monitor outcomes of annual goals for the ASPIRE Initiative
- Teach not less than three courses per year in the ASPIRE Initiative and maintain scholarly activity
- Participate in Booth University College committee work, as required
- Provide ongoing management and reporting of program revenue and expenses; contributing to annual budget process
- Liaise with Academic, Registrar, and Enrollment offices on recruitment and enrollment of students for courses in the ASPIRE Initiative
- Promote Booth University College and the ASPIRE Initiative through a variety of activities
- Develop and maintain strong, positive relationships within Groupe Gautam
- Profile and promote the ASPIRE Initiative to current and potential stakeholders
- Represent Booth University College in selected public and educational forums as directed or approved by the Vice President Academic or President-

### Experience

- Satisfactory criminal record check
- Fully supportive of the integration of faith and learning in a Christian university-level setting and a commitment to the Mission of Booth University College

- Ability to integrate your Christian faith within the workplace
- Graduate degree with teaching experiences in higher education in Canada
- Leadership/management experience including experience in employee, budgetary and programmatic leadership
- Ability to manage start-up projects with PM processes: coordination, measurement and assessment of activities
- Experience in developing and implementing programs and services to achieve specific goals
- Advanced communication skills combined with the ability to exercise discretion and judgement in handling sensitive and confidential matters
- Extensive experience working with International Students and people from diverse backgrounds

### **Education Requirements**

- Doctorate is preferred

### **Additional Skills**

- Ability to teach courses offered within the ASPIRE Initiative
- Understanding of The Salvation Army and Booth University College

### **How to Apply**

Applications may be submitted in confidence to Human Resources; Booth University College by email:

BoothUC.Careers@boothuc.ca. Applications must include a cover letter. In the letter describe why you want to work at Booth University College. Also, please detail what key strengths you bring to this position. All qualified candidates are encouraged to apply however, in accordance with Canadian Immigration requirements, Canadians and permanent residents will be given priority.

Accommodations are available upon request throughout the recruitment process.