

## Indigenous Student Recruitment Specialist

Recruitment and Conversion, Brandon MB

Full Time Regular

Competition # 98-21/22

Salary: \$46,508 to \$63,397 annually

(Classification: Assistant Guidance Counsellor)

Assiniboine Community College strives to create exceptional learning experiences for our students. We place a strong priority on student success and are committed to building an environment that creates and supports a high level of student engagement. Reporting to the Manager, Recruitment & Conversion, the student recruitment specialist is the face of the college daily, representing Assiniboine at recruitment events throughout the year. This position is a principle team member in supporting the college's Indigenization strategy and Indigenous student recruitment strategy.

### **Be Passionate.**

You are energetic, professional and thoughtful, with strong interpersonal skills, often described as a 'people person.' You have a track record of being a strong communicator who can deliver dynamic presentations (both in-person and virtually) to large groups or meet with someone on an individual level. You believe in the value of post-secondary education and you love the idea of being able to provide information on college admissions, programs and student life. You are a relationship builder, whether it is with guidance counsellors, post-secondary sponsors or employment agencies. You have experience working with Indigenous people and have an understanding of Indigenous cultures. You have experience building meaningful connections with First Nations, Metis and Inuit communities.

### **Take Initiative.**

You are a natural networker who is approachable, professional and personable. You love getting to know others and helping them to achieve their goals. You know how to make a plan and stick to it, but can adapt on the fly when the situation requires it. You are extremely organized and self-driven, coordinating events and travel plans. 'Life on the road' is an exciting prospect for you, as you will spend time in communities both inside and outside the province, including northern and remote communities. There is **considerable travel** throughout the year, so you must hold a valid Class 5 drivers' license and be comfortable with evening and weekend schedules and overnight trips. You are also keen to learn and use technology in all facets of your job.

### **Deliver Results.**

As part of the college's student recruitment & conversion team, you will help generate new recruitment opportunities to connect with prospective students of all ages and backgrounds, with a focus on Indigenous student recruitment. Experience working with Indigenous peoples and First Nations communities is essential. You are enthusiastic about attending recruitment events while working to ensure that the college meets annual enrolment targets. To deliver the results of the position, you will have a relevant post-secondary credential in marketing, business, communications or a related field. It is considered an asset to have graduated from Assiniboine Community College.

In accordance with the college's strategic direction, preference will be given to Indigenous candidates.

**A review of resumes will start on May 24, 2022, however this competition will remain open until filled.**

*Assiniboine Community College is committed to reconciliation and ensuring that its policies, practices, and systems are free of barriers. Assiniboine values diversity and promote full participation to ensure dignity, respect, and equal access for all employees.*

*Assiniboine welcomes applications from all qualified candidates who are legally entitled to work in Canada, including Indigenous peoples, persons of all abilities, members of visible minorities, all genders and sexual orientations, and all other groups protected by the Human Rights Code.*

*If you are interested in this career opportunity, please forward your resume and cover letter to:*

*Assiniboine Community College  
c/o Human Resources  
1430 Victoria Avenue East, Brandon, Manitoba R7A 2A9  
Fax 204.725.8736 or email [humanresources@assiniboine.net](mailto:humanresources@assiniboine.net)*

*Requests for accommodations can be made at any point during the recruitment process through the same contacts.*

*We thank you for your interest. Those selected for further consideration will be contacted.*

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