



MANITOBA MÉTIS FEDERATION

CURRICULUM RESOURCES MANAGER

July 11, 2025

Posting #25-14-010

The Manitoba Métis Federation (MMF) is the democratically elected National Government of the Red River Métis, also known as the Manitoba Métis. The Red River Métis are a distinct Indigenous Nation and People, and Canada's Negotiating Partners in Confederation and the Founders of the Province of Manitoba.

The MMF seeks to fill **one full-time Curriculum Resources Manager** position within our **Early Learning and Child Care Department** located at 200 Main Street in **Winnipeg, MB**. The Curriculum Resources Manager creates, develops, and implements Red River Métis-specific early years' lesson plans. The curriculum development and cultural resources must meet established goals and objectives, which are accomplished under prescribed priorities, budgetary guidelines, and work plan activities.

Job Duties/Competencies:

- Oversee the management and monitoring of cultural and curriculum content;
- Assist in the development of the early childhood framework initiatives;
- Develop and maintain a network of contacts; including community leaders, knowledge keepers and traditional helpers;
- Develop and maintain relationships with industry contacts, community organizations and stakeholders;
- Coordinate and facilitate various community meetings to develop cultural practices for ELCC Staff, and Parent Advisory Boards;
- Work with partners to proactively develop programming to meet community early learning and child care needs;
- Participate in the design and development of proposals and funding applications.

Skills and Qualifications:

- Bachelor's Degree in Child Development, ECE II or ECE III;
- Minimum 2 years' experience as an Early Childhood Educator or relevant role with demonstrated ability to develop lesson plans;
- Minimum 2 years' experience in a supervisory role;
- Experience in preparing lesson plans specific to Red River Métis culture, history and language is considered an asset;
- Experience developing and maintaining partnerships and beneficial working relationships
- Strong organizational, interpersonal and time management skills;
- Experience working for a not-for-profit organization and Indigenous community is an asset;
- Knowledge of Red River Métis culture, and MMF programs and services is a definite asset; and,
- Ability to travel, valid Manitoba Driver's license with access to a reliable vehicle.

We offer a comprehensive benefits package including; health, dental, vision, pension, and vacation.

Please submit your resume and cover letter, referencing the job posting number by Sunday, July 27, 2025.

The MMF requires a satisfactory criminal record check prior to commencement of employment. The MMF will accept existing criminal record checks if dated within 3 months of your start date. Obtaining this document is not a guarantee of employment.

Preference will be given to qualified Red River Métis applicants and they are encouraged to self-identify on their cover letter. The MMF encourages internal applicants to apply for career opportunities within our Government.

MMF Human Resources Department
300-150 Henry Ave
Winnipeg, Manitoba R3B 0J7
Email to: jobs@mmf.mb.ca
Fax to (204) 947-1816

All our job postings can be found at: www.mmf.mb.ca.