



# Louis Riel Institute



As an affiliate of the Manitoba Métis Federation (MMF), the Louis Riel Institute (LRI) is responsible to the Métis people of Manitoba to provide programs, resources and services related to education and culture.

The Louis Riel Institute seeks to fill one **Full-time Vocational College Director** position located in **Winnipeg, MB**.

## **Director – Louis Riel Vocational College**

The Director of the Louis Riel Vocational College (LRVC) is accountable to the Senior Director and is jointly responsible for the leadership and management of the college and their Board of Directors. The Director is responsible for the operations, administration and oversees the financial management of the LRVC and provides leadership to both home office and sub offices. The Director works closely with college staff and various departments within the LRI and MMF organization, as well as acts a liaison between outside organizations.

### **Skills and Qualifications:**

- Related Post-Secondary Degree and Director experience/training
- Minimum of five (5) years' experience in a senior management role
- Research and development (specialization in education would be considered an asset)
- Strong leadership and organizational skills
- Evaluation and report writing
- Persuasion and negotiation of conflicts and problems; assessing operational, program, staffing, and fiscal needs
- Evaluating fiscal and financial reports, forms, and data
- Analyzing complex written documents; identifying and resolving administrative problems
- Delegating responsibility and achieving results through subordinates; and maintaining order in an environment of changing priorities
- Adaptable and able to prioritize and problem solve
- Comfortable working collaboratively and independently
- Excellent organizational skills
- Ability to meet deadlines while multitasking in a fast-paced environment
- Excellent communication skills; both written and verbal
- Excellent interpersonal skills
- Knowledge of Red River Métis history and culture, and LRI programs and services is an asset
- Acceptable Criminal Records check and Child Abuse Registry check

LRI offers comprehensive benefits package including; health, dental, vision, pension and vacation.

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

Qualified Red River Métis applicants are encouraged to apply and self-identify on their resume. While we thank all applicants for their interest, only those selected for interviews will be contacted.

**Salary Range:** Dependant on education and experience

**Closing Date:** Until filled

Please forward cover letter and resume to:

**Louis Riel Institute**

Email: [lrihr@lrilearn.ca](mailto:lrihr@lrilearn.ca)