

Yukon University  
Statement of Qualifications  
**Coordinator, Youth STEM Programs**

Department: Continuing Education and Training  
Position Title: Coordinator, Youth STEM Programs  
Location: Ayamdigut (Whitehorse) Campus  
Date: March 2021

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Essential Qualifications (assessed in screening process)

<u>Education and Training</u>	Bachelor's degree in STEM and/or Education
<u>Demonstrated Abilities</u>	Experience consulting with and delivering programs within First Nations communities; Experience in a post-secondary setting; Experience working in a cross-cultural setting; Experience working with diverse ages, groups and cultures to accomplish cooperative community projects and goals; Experience coordinating and supporting community delivery of programs and courses remotely; Experience in project management and/or coordination.

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Rated Qualifications (factors assessed through interview, etc.)

Knowledge:

1. Of Yukon First Nations cultures and traditional knowledge;
2. Of First Nation and Community educational programs;
3. Comprehensive current knowledge in STEM areas and application of instruction to youth;
4. Of instructional presentation technologies, devices and supports;
5. Of student needs including healthy and active living;

Abilities:

1. Ability to establish and maintain effective working relationships with other employees, First Nations communities, governments, and the general public;
2. Ability to design and deliver programs to youth in urban and community locations;
3. Ability to coordinate programs and events; particularly with Yukon First Nations;
4. Ability to communicate effectively both orally and in writing;
5. Able to inspire passion and commitment of team members;
6. Ability to use a variety of computer software (Word, Excel, Internet, email, etc.);
7. Ability to travel to Yukon communities.

Personal Suitability:

1. Self-motivated with a commitment to providing quality service;
2. Effective interpersonal skills, particularly in a northern/multi-cultural education setting;
3. Initiative, flexibility and adaptability to meet changing demands;
4. Ability to work cooperatively in a team environment;
5. Person-focused positive outlook toward students, staff and the public;
6. Excellent advocacy, confidentiality and conflict resolution skills an asset.
7. Able to drive a 20ft Mobile Training vehicle to Yukon Communities

**Conditions of Employment:**

A valid Class 5 Driver's License, Standard First Aid/CPR C (obtainable after employment).  
Candidates must also complete a vulnerable sector RCMP check upon hire.