



TEACH FOR  
ENSEIGNER POUR LE  
CANADA

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## JOB OPPORTUNITY WITH TEACH FOR CANADA Teacher Recruitment Manager

Teach For Canada is looking for two hard-working change-makers to manage our teacher recruitment process.

### The Basics

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<b>Job term:</b>	Full-time, permanent
<b>Hiring salary range:</b>	\$46,000 - \$59,000 per year, plus benefits
<b>Start date:</b>	December 10, 2018
<b>Location:</b>	Toronto, ON with occasional travel
<b>Application method:</b>	Cover letter and resume sent to <a href="mailto:apply@teachforcanada.ca">apply@teachforcanada.ca</a>
<b>Closing date:</b>	October 19, 2018
<b>Interview dates:</b>	Initial phone interviews: October 29 - November 5 Full interviews: November 13 - 15, 17
<b>Office experience date:</b>	November 20 or 21
<b>Desired experience:</b>	2+ years in recruitment or related experience

### Our Approach

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Overall, Canadian education is a success story. But high overall quality masks deep inequality. On First Nations reserves, 3 in 5 students do not complete high school. Small communities often face challenges recruiting and retaining teachers. And, too often, new teachers arrive in northern and Indigenous communities without the preparation and support they need to succeed—and stay—in the classroom.

Teach For Canada has joined northern First Nations communities in the movement to make education more equal. We are a non-profit organization that recruits, prepares, and supports outstanding certified teachers.

### Our Culture

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We dream big. Teach For Canada believes that committed, passionate teachers with strong leadership characteristics can ignite positive change. Our small, tightly knit team works hard to create meaningful impact. For a Teacher Recruitment Manager, this means working several weekends and evenings during the year. Work-life balance is a priority, and we provide lieu time for high-intensity work periods.

If you prefer working alone, dislike uncertainty, and adhere to a very strict schedule, then Teach For Canada probably isn't right for you. But if you're looking for a fun, fast-paced, multi-faceted, energizing, and rewarding work environment that will push you every single day, then we want to hear from you.



@TEACHFORCANADA



## Your Responsibilities

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The Teacher Recruitment Managers use online and in-person marketing strategies to reach certified Canadian teachers, build supportive relationships with them, and help them understand teaching in a northern First Nation. In 2018-19, there will be three Teacher Recruitment Managers in the Recruitment department, each with a specific portfolio.

Responsibilities include:

- Generate new interest among teacher leads through career fairs, digital media, email campaigns, and presentations
- Plan and deliver recruitment webinars and professional development events across Canada
- Provide information to applicants so that they gain a more realistic sense of teaching in a northern First Nation through informative resources and applicant-specific conversations
- Build and maintain relationships with teacher applicants throughout their recruitment journey through email, phone calls, and conversations
- Conduct introductory interviews with candidates on motivations and skills
- Input applicant data into Salesforce CRM for recruitment, selection, and teacher support
- Manage regional recruitment portfolio and project plans
- Manage Teach For Canada's Qualtrics and Vocalize survey software
- Improve our process by analyzing quantitative and qualitative in-house data, literature reviews, applicant feedback, and insights from our community partners
- Support other recruitment, selection, and matching processes as needed

## Your Fit

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- **You are respectful of Indigenous cultures and histories:** You have a deep respect for the history, culture, and goals of Indigenous communities in Canada. You care that goals are reached in the right way.
- **You are relationship oriented:** You go the extra mile to help someone reach their goals.
- **You communicate clearly:** You write well and speak eloquently. You appreciate nuanced language that is inspirational and honest.
- **You are curious:** You enjoy learning about things in depth and have wide interests.
- **You are results focused:** You create actionable plans to meet goals and reflect on measurable results to continually improve.
- **You are a jack-of-all tech:** You are highly proficient with Microsoft Office, Salesforce CRM, and data management. You learn other tech quickly.
- **You are a team player:** You recognize the strengths of others, collaborate well, and crave feedback.



## Application Process

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Please send **one** PDF file containing a resume and cover letter highlighting the skills and experience you will bring to this role, to [apply@teachforcanada.ca](mailto:apply@teachforcanada.ca) by **October 19, 2018**. The successful candidate will be required to apply for and obtain a Police Records Check for the vulnerable sector.

Teach For Canada is an equal opportunity employer. As an organization that works with Indigenous communities, we value Indigenous perspectives in the workplace and encourage Indigenous candidates to apply.

