



JOB OPPORTUNITY SUMMER STUDENT CURRICULUM ASSISTANTS (2)

Location: Mamu Tshishkutamashutau Innu Education Board Office – Happy Valley Goose Bay.

Employment Term: July 21, 2025-August 29, 2025 (6 weeks)

Positions Available: 2

About the Opportunity:

MT-IE is seeking two (2) summer students to support our Curriculum team during the summer term. These temporary positions offer valuable hands-on experience for students interested in education, curriculum development, or related fields.

Responsibilities:

- Assist the curriculum team in organizing, editing and formatting teaching resources and materials.
- Help review and update existing curriculum documents
- Support the development of culturally relevant learning materials
- Perform administrative tasks related to curriculum development projects
- Attend team meetings and contribute ideas to enhance teaching and learning resources.

Qualifications:

- Currently enrolled as a student (high school, post-secondary, or recent graduate)
- Interest in education, curriculum development, indigenous education, or related fields.
- Strong organizational and communication skills
- Ability to work collaboratively and independently
- Basic computer skills (Microsoft Office, Google Docs, etc.)

How to Apply:

Please submit your resume and a brief cover outlining your interest in this position to cdavis@innueducation.ca by Monday July 21, 2025