



**Meadow Lake Tribal Council  
8003 Flying Dust Reserve  
MEADOW LAKE, SK S9X 1T8**

**Phone: (306) 236-5654**

**Fax: (306) 236-6301**

**Student Services Coordinator  
(2025-26 School Year Contract)  
Employment Opportunity**

*MLTC was created by nine First Nations located in north-west Saskatchewan who have constitutionally recognized aboriginal rights and Treaty Rights under Treaties #6, #8 and #10. The primary purpose of MLTC is to serve those First Nations in their aspirations for cultural, economic and political autonomy. As a private sector employer engaged primarily in promoting and serving the interests of the member First Nations, MLTC asserts its right to provide preferential treatment to First Nations people, giving them priority in decisions on employment matters such as hiring, and this can extend to measures such as opening competitions only to First Nations people.*

- *This competition is open to all applicants; and*
- *Preference will be given to qualified First Nations applicants or other Indigenous applicants who self-declare as being a First Nations person or of other Indigenous ancestry;*

The Meadow Lake Tribal Council is seeking one (1) Student Services Coordinator to join the Office of Education. The Student Services Coordinator will implement and support the Land, Language, Relationships and Culture foundations within the position which includes but is not limited to: work plans, projects, initiatives, resources, planning, collaborations, etc. The Student Services Coordinator in a supportive role enhances the programming in Special Education secondary services. Working as part of a collaborative team, with commitment as their essential strength, the Coordinator is a valuable leader and is knowledgeable in the field of special education services, including those for Educational Psychology, Occupational Therapy, Speech and Language and Clinical Team Support Workers. In addition, sharing of pertinent responsibilities with Education staff will further provide cohesiveness and smooth transitioning of school initiatives. The role of the Student Services Coordinator is to support MLTC initiatives through school success plans.

**Required Education, Knowledge, Qualifications and Experience:**

- This position will require Bachelor of Education/ Master of Education (Special Education) degree or willingness to pursue specializing in Special Education field.
- Saskatchewan Professional A Teachers' Certification or the ability to obtain such standing; Special Education Certification; and a minimum of five (5) years of teaching experience.
- Experience in working with First Nations' Schools & Communities.
- Willing to travel to the First Nation Communities; work within a team setting and independently.
- Knowledge and/or willingness to obtain training to support Student Services initiatives including, but not limited to:
  - ISC Supports for Learning and Targeted High Cost Special Education program
  - Needs and roles of the Educational Psychologist, Occupational Therapist, Speech Language Pathologist, and Clinical Team Support Workers
  - Relevant online programs such as:
    - Q-Global and Q-Interactive subscriptions
    - Read Live Naturally subscriptions and distribution

- Lexia
- Microsoft Office
- Google Suite
- Ability to support MLFNs in areas such as, but not limited to:
  - PPP/SMART goal development
  - MAPS meetings
  - Interpretation of report recommendations from assessors
- Knowledge and/or willingness to become knowledgeable in specific areas that support MLFN school initiatives such as, but not limited to:
  - Reference & Regulate for Autism (David Loyst)
  - Hanen Training (Learning Language and Loving It, ABC and Beyond, Talk to Learn, etc.)
  - Zones of Regulation, Second Step
  - Roadways 2 Reading
  - Nonviolent Crisis Intervention Training
  - Autism

**Interested applicants are invited to submit:** A letter of application; resume stating qualifications and employment history, copies of credentials, current RCMP Security Clearance/Vulnerable Sector Check; copy of valid driver's license; and three (3) current professional *supervisory* references to:

**Human Resources Department**  
**8003 Flying Dust Reserve**  
**MEADOW LAKE, SK S9X 1T8**  
**Email: [hrdepartment@mltc.net](mailto:hrdepartment@mltc.net)**  
**Phone: (306) 236-5654 Fax: (306) 236-1357**

For more information, please contact *Elizabeth Read, Superintendent of Education* @ (306) 236-5654 or visit the MLTC website at [www.mltc.net](http://www.mltc.net).

**Deadline: Friday, August 22 2025**

*MLTC sincerely appreciates and thanks all individuals for their applications,  
however, only those selected for an interview will be contacted.*