

Yukon University
Statement of Qualifications
Community Campus Liaison

Department: Continuing Studies and Workforce Development
Position Title: Community Campus Liaison
Location: Various Community Campuses
Date: January 2021

Essential Qualifications (assessed in screening process)

Education and Training Post-Secondary diploma or degree not essential but preferred.

Demonstrated Abilities Experience and rapport with 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;

Rated Qualifications (factors assessed through interview, etc.)

Knowledge:

- K.1 Of Yukon First Nations cultures and traditional knowledge;
- K.2 Of Yukon First Nations Land Claims and Self Government Agreements;
- K.3 Of First Nation and Community educational issues;
- K.4 Of Yukon First Nations Land Claims and Self Government Agreements;
- K.6 Of student needs including healthy and active living.

Abilities:

- A.1 Ability to establish and maintain effective working relationships with other employees, students, First Nations communities and the general public;
- A.2 Ability to coordinate programs and events; particularly with Yukon First Nations;
- A.3 Ability to communicate effectively both orally and in writing;
- A.4 Ability to use a variety of computer software (Word, Excel, Internet, email, etc.);
- A.5 Person-focused positive outlook toward students, staff and the public.

Personal Suitability:

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

Conditions of Employment within 3 months of hire:

A valid Standard First Aid certificate, and maintenance thereof;
A valid Class 5 Driver's License and maintenance thereof.