

POSTING NOTICE

COMPETITION #: SC-323-2627

POSTING DATE: September 17, 2026

CLOSING DATE: September 28, 2026

CLOSING TIME: 12:00 PM

POSTED: INTERNAL / EXTERNAL

POSITION TITLE: Instructor

PROGRAM AREA: Addictions, Community, and Mental Health Professionals Diploma

CLASSIFICATION: Instructor

SALARY: As per Collective Agreement Instructor Salary Grid

LOCATION: Fort Qu'Appelle, SK

POSITION TERM: ASAP to April 30, 2027

HOURS OF WORK: Casual – as needed

STATUS: Term / Casual

IMMEDIATE SUPERVISOR: Dale Kroetsch, Coordinator, Post-Secondary Education

Applications including Resume & Cover Letter to humanresources@suncrestcollege.ca

POSITION SUMMARY:

This position is primarily responsible for instruction of the Addictions, Community, & Mental Health Professionals program.

JOB DUTIES AND RESPONSIBILITIES:

1. Instructing:

- Provide instruction in specific programs as assigned.
- Instruct practical and theory in all areas of the program.
- Prepare and deliver lessons, assignments, lectures and demonstrations.
- Evaluate students through the use of exams, assignments and projects.
- Practice good interpersonal skills and have a willingness to work in a “team” environment.
- Control inventory and student records as outlined by the College.
- To effectively deliver (or be willing to learn in order to effectively deliver) curriculum via a blended curriculum or online delivery model, as required.

2. Program Planning and Promotion:

- Participate in the planning process to assist in determining College program plans.
- Assist in developing and implementing new programs.
- Assist in the development of program enhancements.
- Act as a subject resource when required to do so.

3. Communication and Decision Making:

- Communicate effectively with staff, clients, potential clients, other agencies, institutes, organizations, stakeholders, and the general public.
- Refer specific training requests to the appropriate College personnel.
- Participate in meetings and discussions with stakeholders such as co-workers, clients, agencies, business and industry, educational institutions, partners in program development and delivery, and Indigenous organizations.
- Participate in the team decision making process.

4. Additional Duties:

- Other duties as assigned.

QUALIFICATIONS:

1. Education & Experience:

- The minimum educational qualification for this position is a Bachelor of Education, Bachelor of Social Work, or degree in a related field.
- The minimum amount of practical, related experience required to perform the duties of this position is two years of teaching experience, with a preference for experience in an adult setting.
- Demonstrated experience working in a cross-cultural environment.

2. Knowledge, Skills & Abilities:

- Effective instructional ability.
- Ability to engage learners in experiencing a balance of contemporary learning, as well as Indigenous knowledge with a holistic approach.
- Ability to understand and incorporate contemporary methodologies with a complementary Indigenous worldview and pedagogy are an asset.
- Demonstrated ability to relate to adult learners and their concerns.
- Demonstrated understanding of adult learning theories and principles is an asset.
- Effective time management skills.
- Small group facilitation skills and leading, modeling and teaching interaction skills.
- Demonstrated proficiency in course delivery.
- Demonstrated experience in managing multiple tasks.
- Demonstrated proficiency in the use of computer applications, including communications technologies, spreadsheets, word processors, internet usage, and other applications.
- Demonstrated oral and written communications skills.
- Demonstrated effective public relations and public speaking skills.
- Demonstrated interpersonal skills and the ability to work in a team.
- Demonstrated analytical and problem solving skills.
- Demonstrated ability to analyze needs, solve problems, and make recommendations.
- Ability to travel as required by the position.
- Demonstrated personal responsibility for the performance necessary to achieve individual and / or team goals and objectives.
- Ability to research information and opportunities, make decisive decisions, and use deliberate strategies to influence, persuade or inspire others.
- Ability to adapt to changing circumstances.
- Demonstrated knowledge and experience with online curriculum delivery and its associated technologies is preferred.
- Ability and willingness to perform position duties remotely. This includes having a dedicated workspace with reliable and sufficient internet connection along with the ability to self-motivate.
- Ability to access files remotely.
- Demonstrated familiarity with the tools and technologies that support working remotely.

3. Other Requirements:

- Valid Saskatchewan Driver's license is required.
- Satisfactory Criminal Record Check and Vulnerable Sector Check required.