



EMPLOYMENT OPPORTUNITY

POSITION: Multimedia Technician – Digital Media & Storytelling
SALARY: \$33.34/hr.
START DATE: Immediate

Under the direct supervision of the Wiikwemkoong Anishinaabemowin Kinoomaagewin Lead and the general supervision of the Superintendent of Academics, the Multimedia Technician – Digital Media & Storytelling will utilize their expertise in visual storytelling, attention to detail, and technical proficiency to effectively execute creative concepts across multiple platforms.

RESPONSIBILITIES:

- Collaborate with educators and instructional staff to design and produce multimedia resources that support curriculum delivery and student learning.
- Create engaging digital and visual learning content, including stories, videos, animations, and motion graphics, designed for use across print, digital, classroom, presentation, and community platforms, and tailored to grade level, subject area, and cultural context.
- Utilize digital and AI-assisted creative tools, where appropriate, to support efficient content creation.
- Remain informed about industry trends, emerging technologies, and best practices in multimedia design.
- Oversee the organization and maintenance of digital media archives to ensure efficient file retrieval.
- Work closely with internal team members, including graphic designers and web developers, to produce and deliver multimedia content across various platforms.
- Provide support and training to staff members on the integration of multimedia into classroom instruction.
- Supervise quality control for multimedia projects.

QUALIFICATIONS:

- Post-secondary education in Graphic Design, Multimedia, Visual Arts, or a related field.
- 2+ years of professional experience in multimedia design or a similar role.
- Proficiency in digital design and multimedia creation tools (e.g., Adobe Creative Suite, Canva, or comparable platforms), with experience or interest in video editing, animation, motion graphics, AI-assisted media creation, and basic web and UX/UI principles considered an asset.
- Strong knowledge and appreciation of Anishinabek culture, traditions, language and history.
- Strong portfolio showcasing a range of design and multimedia projects.
- Excellent communication and interpersonal skills.
- Strong attention to detail and a creative, solution-oriented mindset.
- Ability to work independently with minimal supervision and as a team player.
- Must have a valid and current Ontario Driver's License.

CLOSING DATE: Ongoing till filled.

Interested applicants are invited to submit a cover letter, resume, and three current work-related references. A current Criminal Reference Check with Vulnerable Sector screening upon offer of employment.

DIRECT APPLICATIONS TO: Angela Shawanda, Recruitment and Retention Coordinator
Wiikwemkoong Board of Education
34 Henry Street, Wikwemikong, ON P0P 2J0
Email: applications@wbe-education.ca
Tel: (705) 859-3834 Fax: (705) 859-3787

Preference will be given to Indigenous applicants. Self-identification is encouraged.

***Only those candidates selected for an interview will be contacted. ***