

Recognition of Prior Learning (RPL) Advisor Enrolment Services

Applicants are to clearly demonstrate how they satisfy the selection criteria in their written submissions and must identify the competition number they are applying for in the subject line of the email.

Red River College is a leader in applied learning and innovation. Our talented team of employees is passionate about education, innovation and student success. We offer competitive salaries, extensive benefits, and the opportunity for personal and professional growth in a rewarding career.

Duties: The Recognition of Prior Learning Advisor (RPL) provides academic and RPL advising, which includes guiding, educating and supporting a diverse client population (prospects, applicants, and enrolled students). This includes assessing career, education needs and interests to define realistic and attainable academic plans; recommends options where appropriate; and ensures accurate referral to a wide range of on and off-campus resources. This role provides RPL advising which includes collaboration with the RPL department to coordinate, implement, promote and monitor quality RPL strategies, initiatives and best practices.

Qualifications:

Required:

- Post-Secondary degree in in Psychology, Human Services or Adult Education. An equivalent combination of education and experience may be considered
- Several years' experience working in a post-secondary educational setting that provided academic advising and/or related services
- Experience with RPL advising, portfolio development, flexible assessment practices, including best practices
- Knowledge of Transfer Credit
- Demonstrated experience communicating in a cross-culturally sensitive manner with people from diverse groups
- Well-developed written, verbal and presentation skills
- Exceptional interpersonal and analytical skills
- Demonstrated ability to organize and prioritize duties to ensure deadlines are met
- Demonstrated ability to work independently and as a team player
- Proficient in the use of Microsoft Office (Word, Excel, Outlook, PowerPoint)
- Values Diversity, Equity, and Inclusion
- Commitment to lifelong learning

Assets:

- Completion of Red River College's RPL Practitioner Certificate; or completion of one or more of the courses required in the certificate. These include RPL Foundation; RPL Practitioner – Advanced; Train the Trainer-Portfolio; RPL Special Issues; RPL Practicum or Capstone Project
- Knowledge of Red River College RPL and Transfer Credit Policies (A14, A15, A16, A17)
- Experience with the College's student information systems – Colleague or Recruiter

Conditions of Employment:

- Candidates must be legally entitled to work in Canada
- This position is occasionally required to work evenings

We seek diversity in our workplace. Aboriginal persons, women, visible minorities and individuals with disabilities are encouraged to apply.

Competition Number: 2017-006
Closing Date: January 31, 2017
Salary Range: \$56,777 - \$77,695 per annum
Apply to: Red River College e-mail at humanresources@rrc.ca

We thank all applicants for their interest, but only those selected for an interview will be contacted. Red River College provides accommodations to applicants with disabilities throughout the hiring process. If an applicant requires an accommodation during the application or selection process, Human Resources will work with the applicant to meet the accommodation needs.

For more information and other employment opportunities, visit <http://blogs.rrc.ca/hr>.