

Summer Employment Opportunity Indigenous Student Career Coach Facilitators (4) Fort McMurray, Edmonton, red Deer, Lethbridge

We are seeking four Student Career Coach Facilitators to support our Operations Team in Fort McMurray, Edmonton, Red Deer, Lethbridge and surrounding areas. These temporary, full-time opportunities are available from approximately May 1 to August 31, 2019.

The Indigenous Student Career Coach Facilitator's primary responsibilities will include:

- Assist with smooth transition of Indigenous youth entering a CAREERS internship, transition to school-to-work, and help in succeeding in the workplace, including readiness preparation for entry into work and safe-at-work.
- Be active in community support networks with organizations like Friendship Centers and regional social centers.
- Work with employer for entry and assignment in the workplace.
- Ongoing contact with employer-supervisors and students in workplaces.
- Provide for small group interaction on challenges encountered, mentoring, what to expect at the workplaces, and creating environments/culture for rewarding position experiences.
- Assist Indigenous youth in resume writing, preparation for interviews and workplace assignments and follow-up with employers for smooth transition to work assignments and retention.
- Other projects and duties as assigned.

As the Indigenous Student Career Coach Facilitator, you will have the following skills and abilities

- Currently enrolled in third year of a university program in Education, Career Counseling or Development, Indigenous Studies, Social Work or similar program.
- Experience working with Indigenous youth, life skills coaching, and/or career counseling is preferred.
- Knowledge of youth's language and culture is a definite asset.
- Excellent communication, conflict management and mediation skills.
- The ability to build relationships with youth and employers.
- The ability to work independently within a team environment.
- Must be comfortable with Microsoft Office, Excel, Word, databases and other digital technologies.
- As travel within the region will be expected, a valid driver's license and reliable vehicle are required.
- The successful candidate must demonstrate an incident-free Criminal Record Check and Child Welfare Check.

Pay Rate: \$17 per hour

Applications will be accepted until Friday, February 22, 2019. Please send your resume and cover letter to HR@nextgen.org. We thank all applicants for their interest in this position, however, only those selected for an interview will be contacted.

CAREERS: The Next Generation is a unique, non-profit organization raising youth awareness of career options and helping students earn while they learn through internship. We partner with government, educators, communities, industry, parents and students to introduce youth to rewarding careers and develop the skilled workers of the future.