



MANITOBA FIRST NATIONS
SchoolNet
A DIVISION OF KEEWATIN TRIBAL COUNCIL



Sagkeeng Anicinabe

EMPLOYMENT OPPORTUNITIES

The Manitoba First Nations SchoolNet-Youth Initiative in conjunction with Sagkeeng Educational Authority is currently seeking energetic and enthusiastic leaders between the aged of 18 and 30 for the position of Youth Intern. The successful candidates will work to support the Junior High and High Schools on the Sagkeeng Anicinabe reserve.

DUTIES:

- Provide training sessions to students, educators and community members
- Promote and Create awareness of the Manitoba First Nations SchoolNet Youth Initiative Program,
- Offer technical support & training to schools within Sagkeeng First Nation,
- Web Page Support,
- Required Activities for Manitoba First Nations SchoolNet Program.

QUALIFICATIONS:

- Strong interest in Information and Communication Technology, and Community Development,
- Computer knowledge (i.e. Use software packages; knowledge of hardware & troubleshooting) or willingness to learn,
- Strong written and verbal communication skills – ability to adapt to diverse environments and work with individuals from various age groups,
- Ability to work independently as well as a member of a team,
- Time management, organizational, and project management skills are essential.
- Demonstrated community commitment through volunteer and other efforts
- Good verbal and written communication skill,
- Experience developing and delivering training.
- Must be comfortable using computers, particularly Microsoft Office,

CONDITIONS OF EMPLOYMENT:

- Must be of First Nations descent,
- Must have successfully completed Grade 12,
- Must be willing to work on reserve,
- Must be between 18 and 30 years of age,
- Must be legally entitled to work in Manitoba,
- Must not be in receipt of Employment Insurance benefits,
- Must attend a mandatory training conference in October, in Winnipeg,
- Must provide current Criminal Record Check, Vulnerable Sectors check, and Child Abuse Registry Check,

**Application deadline:
November 1st, 2018**

Applicants MUST submit:

- Cover letter/ resume
- Criminal record check
- Vulnerable sectors check
- Child abuse registry (or proof of application)

Attention to:

Human Resources

Sagkeeng Government Office

Box 3, Fort Alexander, MB

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Resumes can be mailed to the above address, emailed to HRManager@sagkeeng.ca, or dropped off at the Sagkeeng Government Office.

**LATE SUBMISSIONS WILL
NOT BE ACCEPTED UNDER
ANY CIRCUMSTANCES**

PLEASE BE ADVISED THAT ONLY
THOSE SELECTED FOR AN
INTERVIEW WILL BE CONTACTED