

YELLOWHEAD TRIBAL COUNCIL

P.O. BOX 3420, Morinville, AB T5R 1S3

Sub-office:

#300 – 17403-105 Avenue
Edmonton, AB T5S 2G8

EMPLOYMENT OPPORTUNITY

SUMMER STUDENT

The Summer Student Position is an interim position that will help to optimize and bring forth different strategies of youth empowerment and well-being; all while being a direct voice for the youth population in the four (4) *Member Nations*. While working along other summer students they will strengthen unity amongst each other. Assisting with the operational functions will also be an experience they will gain through the YTC Youth Program, YTC Administration, and events hosted by YTC. This opportunity will highlight the steps needed to let our Youth take initiative.

QUALIFICATIONS:

1. Must be a band member from one (1) of the member nations:
 - One (1) member represents Alexis Nakota Sioux Nation.
 - One (1) member represents Alexander Cree First Nation.
 - One (1) member represents Sunchild First Nation.
 - One (1) member represents O'Chiese First Nations
2. Proof of band membership with one (1) member Nations will be required.
3. Must be between the ages 17 to 30 years of age,
4. Applicants must be considered a youth.
5. Applicants should entail any community work accomplished that relates to but not limited to: youth empowerment; land based teachings; language retention;
6. Must be graduated from High School/or enrolled in Post Secondary,

SUMMARY OF DUTIES:

Duties include flexible responsibilities that encourage the incumbent to 'work outside the box' and within reason. These include, but are not limited to, the following:

- Continuous support, engagement, and advocacy for and to the youth of the *member Nations* of YTC by supporting the planning, development, and implementation of today's youth.
- Support the Youth Program in the organization, coordination, and delivery of healing ceremonies, as necessary.
- Event coordination and logistical support
- Attend meetings that involve leadership at potential events
- Act as an advocate for the Summer Student Committee, network and participate in community events, programs and activities.
- Other related duties, as required, are directly related to YTC's day-to-day operations.

WORKING CONDITIONS:

- Work during the YTC operational hours of 8:30 AM to 4:30 PM
- Occasionally there will be times, when you will be required to work after hours,
- Occasionally working after hours is needed, especially for YTC hosted events.
- Ability to interact with YTC Staff and the general public.

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- Ability to lift up to 25 pounds

JOB REQUIREMENTS:

- Must be able to communicate effectively, by utilizing communication skills that include: writing; documenting; verbal
- Youth shall ensure the security and confidentiality of sensitive information that comes into their possession by virtue of their membership on the Summer Student Committee.
- Must have reliable transportation
- Valid Driver's License (an asset)
- Microsoft proficiency
- Be able to climb three flights of stairs

Please forward a cover letter and current resume to: Nolan Arcand

Email: nolan.arcand@ytcadmin.ca and/ or fax to 587-524-0181 or drop off at sub-office address

This employment competition closing date **Friday April 25 at 4:30PM**, only those candidates who fit criteria will be contacted.



Yellowhead
Tribal Council