FOR MORE INFORMATION CONTACT ADMINISTRATOR CAMPUS EMPLOYMENT PHONE: 807-475-6434 | FAX: 807-473-5160 STUDENT-JOBS@CONFEDERATIONCOLLEGE.CA



JOB TITLE NEGAHNEEWIN SUPPORT SERVICES ASSISTANT

DEPARTMENT Student Success

PROGRAM RELATED N/A

This position will assist in APIWIN (our Indigenous student lounge), and will assist the team with the development of resources and materials to meet the ongoing needs of student support services, focused primarily on Indigenous students, leading to a resource available within our College community focused primarily on cultural supports. The ability to speak Ojibway or Oji Cree is an asset. Indigenous students are encouraged to apply.

QUALIFICATIONS

We are looking for an outgoing and enthusiastic individual who has an interest in on-campus events that are focused on supporting and promoting Negahneewin Student Support Services. Physically able to set up and take down equipment for events and activities. Good communication skills, able to work with minimal supervision but able to take direction from a variety of sources; team dynamics an asset. Flexible work hours needed for events. Knowledge of Indigenous communities, languages, culture, and customs. Sensitivity and informed awareness of Indigenous student perspectives and experiences in post-secondary institutions.

DUTIES

- Provide assistance and act as a resource person for Negahneewin Student Services and assist with student inquiries.
- Research and develop resources that meet the needs of on-going student support services including: community resources, educational toolkits, cultural materials, and training tools.
- Develop a resource database for student access and supports and help develop a cultural handbook for the entire College community.

VACANCIES	1	JOB START DATE	February 2025
PAY RATE	\$1 <i>7.</i> 20/hr	JOB END DATE	April 2025
DEADLINE TO APPLY	Open until filled		
HOURS	As scheduled to a maximum 120hrs per eligible semester		

HOW TO APPLY:

Complete the Campus Employment Application Package online, and ensure to attach your resume and class schedule. Upon hiring, all applicants must complete the Worker Health and Safety Awareness in 4 Steps training program, or provide proof of certificate from previous completion. VISIT succi.com/student-jobs