

SECONDARY STUDENT SUMMER JOB POSTINGS 2019

All résumés and cover letters are **due at the Band Office by 4:00 pm on Friday, June 21st, 2019**. If you have any questions, please don't hesitate to call me at 519-336-8410 Ext. 249

There are nine (9) job postings for secondary summer students:

- KIPS Camp Worker (2)
- Public Works Maintenance worker (2)
- Planet Stitch Embroidery
- Refinery Work Wear
- Early Child Educator assistant
- Greenhouse worker
- Imperial – Office Administration Summer Student

Qualifications for applying for a post-secondary summer position:

- Full time student in the 2018/19 academic year and returning in 2019/20
- Under the age of 30
- Hand in proof with you resume that you are registered and returning to school in September 2019
- Must be a registered band member

Please note that secondary school students that are graduating and starting a post-secondary program this year are eligible to apply for these positions provided they show proof of acceptance and enrollment into a post-secondary program

Thank you,

Brandon Rogers

Summer Student Coordinator

JOB DESCRIPTION

PROGRAM: AAMIJWNAANG SUMMER STUDENT PROGRAM 2019

POSITION: KIPS CULTURE AND RECREATION CAMP WORKER (TWO POSITIONS, HIGH SCHOOL)

FUNCTION:

Under the direction of Employment & Training, the summer student will assist with the completion of various office related duties (i.e. filing, answering phones, photo copying). The KIPS camp worker will learn how to plan, organize, and schedule program activities, workshops and events. Be encouraged to assist with the completion of reports at the conclusion of all planned programming, will conduct internet research for cultural and recreational related information that can be used in the development of programming, and assist with preparing community announcements.

QUALIFICATIONS:

- Must be a student enrolled in the 2018/19 academic year, and returning in the fall
- Must have a Social insurance Number
- Must be under the age of 30
- Must be an Aamjiwnaang first Nation Band Member
- Have an interest in working with children, sports and recreation, and/or culture and language
- Must be proficient in Windows and knowledge of Word and Excel
- Excellent oral and written communication skills
- Exhibits a high degree of initiative and self-direction
- Excellent problem solving and decision-making skills
- Good organizational and time management skills
- Work well in a team environment

HOURS OF WORK:

30 Hours per week for 7 weeks

EMPLOYMENT DATES

July 8th – Aug 23rd

DEADLINE FOR RESUME WITH COVER LETTER:

Friday, June 21st, 2019 @ 4:00pm

ATTENTION:

Brandon Rogers
Summer Student Coordinator
Mapleleaves16@live.ca
978 Tashmoo Avenue
Sarnia, Ontario

JOB DESCRIPTION

PROGRAM: AAMJIWNAANG SUMMER STUDENT PROGRAM 2019

POSITION: PUBLIC WORKS MAINTENANCE WORKER (TWO POSITIONS, HIGH SCHOOL)

FUNCTION:

Under direction of the Public works Coordinator, the summer student will assist with the up keeping of yard maintenance around the Aamjiwnaang First Nation in areas such as parks, companies, and residential areas. This would include duties such as mowing grass, weed eating, and small painting jobs (i.e. dress-up and touch-ups).

QUALIFICATIONS:

- Must be a student enrolled in the 2018/19 academic year, and returning in the fall
- Must have a Social insurance Number
- Must be under the age of 30
- Must be an Aamjiwnaang first Nation Band Member
- Have an interest in working outdoors
- Exhibits a high degree of initiative and self-direction
- Have the ability to accept direction, yet work independently once tasks are assigned
- Work well in a team environment
- Must have steel-toe shoes or boots
- A valid Ontario Driver's License would be an asset

HOURS OF WORK:

30 Hours per week for 7 weeks

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JOB DESCRIPTION

PROGRAM: AAMJIWNAANG SUMMER STUDENT PROGRAM 2019

POSITION: PLANET STITCH – EMBROIDERY WORKER (ONE POSITION, HIGH SCHOOL)

FUNCTION:

Under direction of Planet Stitch, the summer student will gain experience in all areas of custom embroidery. The student will receive and count all merchandise received by the company, prep items for embroidery, remove excess material, and prepare items for shipping (count, fold, and package items), and general housekeeping duties for the shop.

QUALIFICATIONS:

- Must be a student enrolled in the 2018/19 academic year, and returning in the fall
- Must have a Social insurance Number
- Must be under the age of 30
- Must be an Aamjiwnaang first Nation Band Member
- Enjoy working with the general public and satisfying their needs
- Exhibits a high degree of initiative and self-direction
- Work well in a team environment
- Excellent oral and written communication skills
- Good organizational and time management skills

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JOB DESCRIPTION

PROGRAM: AAMJIWNAANG SUMMER STUDENT PROGRAM 2019

POSITION: REFINERY WORK WEAR (ONE POSITION, HIGH SCHOOL)

FUNCTION:

Under direction of Refinery Work Wear, all students and employees will be required to greet customers as they arrive, daily duties will include keeping the store clean, stocking shelves and racks, Pricing newly placed items, create inventory reports as needed, Update, add and modify website listings as needed.

QUALIFICATIONS:

- Must be a student enrolled in the 2018/19 academic year, and returning in the fall
- Must have a Social Insurance Number
- Must be under the age of 30
- Must be an Aamjiwnaang First Nation Band Member
- Enjoy working with the general public and satisfying their needs
- Exhibits a high degree of initiative and self-direction
- Work well in a team environment
- Excellent oral and written communication skills
- Good organizational and time management skills

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JOB DESCRIPTION

PROGRAM: AAMJIWNAANG SUMMER STUDENT PROGRAM 2019
POSITION: EARLY CHILD EDUCATOR ASSISTANT – AAMJIWNAANG DAY CARE
(ONE POSITION, HIGH SCHOOL)

FUNCTION:

The Summer Student will provide a quality caring and supportive child care program to members of the Aamjiwnaang community. You will be responsible along side the Early Childhood Educator for the academic, social-emotional growth and development of all children in your care, which may include infant/toddlers and/or preschool age children; develops partnerships with parents and caregivers, in accordance with the goals and curriculum plans of the centre and the philosophy and policies of the Centre and in compliance with the Child Care and Early Years Act.

QUALIFICATIONS:

- Must be a student enrolled in the 2018/19 academic year, and returning in the fall
- Must have a Social insurance Number
- Must be under the age of 30
- Must be an Aamjiwnaang first Nation Band Member
- Enjoy working with children and demonstrate the ability to relate well to the needs of young children
- Work well in a team environment
- Excellent oral and written communication skills
- Will require a medical examination, Tuberculosis test, and a Criminal Reference Check (CPIC)

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JOB DESCRIPTION

PROGRAM: AAMJIWNAANG SUMMER STUDENT PROGRAM 2019

POSITION: MAAJIGIN GUMIG – GREENHOUSE WORKER (ONE POSITION, HIGH SCHOOL)

FUNCTION:

Under the direction of the Environment Coordinator and the Supervision of the Greenhouse Technician the Student will be responsible for the following duties: organize tool and safety equipment storage area, maintain storage and propagation areas, water plants, assist with customer service, assist with plant rescues and seed collection, propagation (by division) of plants obtained through rescues, seed cleaning, seed cataloguing and storage, monitor collected seed for moisture, and pests, seed preparation, monitor plants for disease, pests, growth, moisture levels, maintenance of stock cutting back, removal of dead foliage, thinning, transplanting, document ongoing inventory, monitor stored plant material, landscape work in community gardens and rain garden installations.

QUALIFICATIONS:

- Must be a student enrolled in the 2018/19 academic year, and returning in the fall
- Must have a Social insurance Number
- Must be under the age of 30
- Must be an Aamjiwnaang first Nation Band Member
- Must have an interest in working outdoors
- Ability to work in a hot/humid greenhouse environment
- Work well in a team environment
- Steel-toe shoes or boots and rain gear are required, must supply your own

HOURS OF WORK:

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