

Nova Scotia Youth Corps Aboriginal Leadership Intern

Position Title:	Summer Events Coordinator
Location:	Dartmouth, Nova Scotia
Position Status:	Temporary, 15 weeks [May 15, 2017 – August 25, 2017]
Hours:	Full-time [35 hours per week]
Wage:	<u>Minimum</u> \$13.25 per hour

Clean makes homes more [energy efficient](#), [restores streams & watersheds](#), [engages youth](#) on the environment, promotes [green transportation](#), mitigates the effects of [stormwater](#), helps communities reduce [waste](#), and contributes to public policy discussions.

That's [what](#) we do. [Why](#) we do it is to help create a more sustainable society in Atlantic Canada. We work for a clean climate & clean water, and, to help us get there, we foster, educate and support clean leaders in our communities.

Clean is a non-profit, non-governmental environment organization created in 1988 through an [Act of the Legislature](#) in Nova Scotia. However, we receive no core government funding. We run the charity through money raised for our many programs and projects, which can come from agencies, businesses, government departments, foundations and individual citizens.

You may know us as Clean Nova Scotia, but we work on projects in other parts of Atlantic Canada, throughout the traditional lands of the Mi'kmaq and Wolastoqiyik. That's why we say we're just *Clean*.

We are currently seeking a hardworking, dynamic and motivated individual to add to our Nova Scotia Youth Corps (Youth Corps) Aboriginal leadership team for summer 2017, who has a strong passion for people and the environment. Our approach is always collaborative and team oriented.

Program Overview:



Youth Corps

In Nova Scotia, more than half of our young people leave the province after graduation. But what if they were given the skills and opportunities to join a vibrant green economy here at home?

The Youth Corps wants to inspire, develop and nurture an interest in jobs that support a future-looking economy and a sustainable environment. By tapping into a student's journey mid-way through school, our training and internship program offers new green options in career path decisions – while giving young minds the tools they need for future success.

The Youth Corps builds connections between youth and local organizations to stimulate stewardship for the natural environment and support the emergence of young community leaders. This is accomplished by providing students with training and employment opportunities through paid work placements with community-based organizations. And our Aboriginal Leadership Program builds on the Youth Corps to focus on the needs of First Nations youth while bringing traditional indigenous knowledge into the program. Our goal at Clean is to help build that foundation on which students can build their careers, and grow into the thoughtful, creative policy-makers and CEOs of tomorrow.

Leadership interns will gain meaningful experience in:

- Project and event planning and coordination;
- Mentorship and supervision of staff and/or volunteers;
- Training and facilitation skills;
- Public outreach and communication;
- Networking and cross-cultural learning;
- Environmental issues, adaptations and best practices.

Position Overview:

The community partner for this Summer Student Intern position through the Nova Scotia Youth Conservation Corps (Youth Corps) will be EfficiencyOne reporting to Community Outreach Coordinator. In this position, you will be mainly responsible for assisting the Community Outreach Coordinator in implementing a summer events program carried throughout the province. The goal of the program is to reach out to Nova Scotians and deliver information on how they can reduce their energy use in home and work environments. The program visits communities and helps residents understand how to save energy and money as well as provide information on financial incentives.

About the Community Partner:

EfficiencyOne is an independent, non-profit organization based in Nova Scotia, Canada. EfficiencyOne contributes to economic prosperity and environmental sustainability through its expertise in policy, regulatory processes, and the design and delivery of efficiency and conservation services. In Nova Scotia, EfficiencyOne operates Canada's first electricity efficiency utility as the franchise holder of Efficiency Nova Scotia. We are located in Burnside Industrial.

Duties and Responsibilities:

- Responsible to attend all events;
- Assist in planning the events schedule for better distribution of events to make the Summer Tour more province wide;
- The successful candidate will have a working knowledge of Efficiency Nova Scotia's residential programs and services;
- Measure the success of larger events i.e. Halifax Co. Exhibition, Yarmouth Seafest and look to reaching out to smaller venues;
- Develop working relationships with local event coordinators;
- Assist in the setting up of the displays;
- Maintain the rolling itinerary for tour with times and contact info.
- Prepare list of contact names and numbers and update as required;
- Monitor and update summer tour budget;
- Ensure supplies for events are maintained;
- Coordinate logistics for summer tour;
- Perform other duties as required as needed or priorities change.

Requirements/Qualifications:

- One [1] year of university or college in a related field;
- Must be a Canadian citizen or legally entitled to work in Canada;
- Must be between the ages of 18 and 30;
- Must be a full-time student and intending to return to school in fall 2017;
- Must have reliable transportation and the ability to travel;
- Must possess excellent, written and oral communication skills;
- Is not a member of immediate family of community partner;
- Have an aptitude for safe work practices and the ability to multi-task in a busy work environment;
- Be able to work productively as part of a team while responding to feedback;
- Demonstrates interest in future employment in the environmental or 'green' sector is considered an asset;
- Enrolled in a University or Community College communications, technical or environmental discipline or equivalent combination of education and experience;
- Must enjoy working with children while at the same time being comfortable in speaking with adults on how we can help them reduce their energy use;
- You combine a positive attitude and strong work ethic with excellent organizational and communication skills;
- You are able to work flexible hours and be prepared to travel throughout the province;
- A driver's license valid in Nova Scotia is a requirement for this position.

To apply, fill out the online application [here](#). After you click the 'submit' button, you will be directed to a page where you can upload your cover letter(s), resume, and letter of reference. You can also access that page directly by [clicking here](#) – note that your reference can also submit their letter on your behalf directly through that page. Your application will not be considered until we have received all of your application materials.

The deadline to apply is midnight, April 2nd, 2017. We appreciate all interest; however, only those selected for an interview will be contacted.

We are an equal opportunity employer; however, qualified self-identifying Aboriginal applicants will be given priority for this position.

Clean is committed to Employment Equity and our goal is to be a diverse workforce that is representative at all job levels. We welcome applicants from Aboriginal People, Visible Minority Groups, Persons with Disabilities and Women in occupations of positions where they are under-represented. If you are a member of one of the equity groups, you are encouraged to self-identify on either your cover letter or resume.