

## **Job Description – Clean Leadership 2019 Program**

### **Summary of the Program**

The Clean Leadership program (formerly Nova Scotia Youth Conservation Corps or Youth Corps) was established in 1989 to provide Nova Scotian youth with training and employment opportunities in the environmental field. This program engages community partners across the province to hire students to carry out work in the summer months that fosters environmental stewardship. The Clean Leadership program provides Nova Scotian youth with green sector work experience, an enhanced appreciation of the environment and their community, and develops skills for life-long learning (including team-building and leadership skills, increased knowledge for future employment and/or education ventures, program evaluation techniques, and the ability to give back to their community and their environment.

### **Job Title - DENR Education Days Coordinator**

**Wage - \$13.25/hr**

### **Summary of Position**

The community partner for this Summer Student Intern position through the Clean Leadership program will be The Confederacy of Mainland Mi'kmaq, reporting to Winter Sack, Senior Director's Assistant and Alanna Syliboy, Community Liaison Officer, Department of Environment and Natural Resources (DENR). In this position, you will be mainly responsible for coordinating Education Days in the nine member communities represented by DENR. The successful candidate needs to have organizational skills, written and verbal communication skills, creativity, time management skills, and a positive and outgoing attitude.

### **Community Partner**

The Confederacy of Mainland Mi'kmaq is a tribal council that provides programs and services to the following Mainland Mi'kmaq Communities: Paqtnkek, Pictou Landing, Millbrook, Sipekne'katik, Annapolis Valley, Glooscap, and Bear River. The CMM is a non-profit organization. We are located in Millbrook First Nation, 57 Martin Crescent, Truro, NS

### **Duties and Responsibilities**

- Coordinating with each communities Summer Day Camps
- Coordinating Elder participation in Education Days to facilitate Elder and Youth Relationships
- Scheduling time and dates
- Collecting information regarding number and age of children
- Create appropriate age-related Educational activities
- Overseeing all summer students to ensure Education Days run efficiently
- Establishing time management of Education Days
- Making sure all material used for Educational activities are Environmentally friendly
- Prepare presentation for Senior Management and Advisory Committee
- Reporting to Supervisor

## **Requirements/Qualifications**

*These are the qualifications that are necessary for someone to be considered for the position.*

- Must be a Canadian citizen or legally entitled to work in Canada;
- Must be between the ages of 15 and 30;
- Must be a full-time student and intending to return to school in fall 2019;
- 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;
- Demonstrated interest in future employment in the environmental or 'green' sector is considered an asset.

## **Working Conditions**

A combination of office and community outreach work.

## **Physical Requirements**

Ability to sit for extended periods of time. Flexibility for outdoor work involving walking, kneeling and crawling.