

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 - MCG Jr. Research & Education Officer – 15 Week

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 (CMM), reporting to the Department of Environment and Natural Resources (DENR) Community Liaison Officer, Alanna Syliboy, you will be mainly responsible for assisting the “Heritage River Designation of the Sipekne'katik River” Project team in the coordination of project activities and supervision of summer students. These activities will include coordinating elder interviews, community events, on-site research activities, and overseeing the development of educational material and games relative to project activities. 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 (The CMM) is a Tribal Council representing eight, Mi'kmaq communities of mainland NS. Our mission is to proactively promote and assist Mi'kmaq communities' initiatives towards self-determination and enhancement of community. The CMM is in the Millbrook Mi'kmaw Community in Nova Scotia and has over 60 Employees. The CMM is currently looking for an energetic, mature and independent candidate to fill the summer student position of a Jr. Research & Education Officer with the Mi'kmaw Conservation Group (MCG) program.

Duties and Responsibilities

- Coordinating project partners' schedules and activities;
- Coordination of MCG's project staff, activities, budget and schedule;
- Coordinating Elder interviews and community events' schedules;
- Maintaining contact list of project stakeholders, volunteers, elders, partners, etc.;
- Overseeing development of appropriate age-related Educational activities;
- Overseeing and supervising all project summer student activities and agendas;

- Overseeing and conducting literature reviews and research relative to project objectives;
- Participating in any/all on-site research activities;
- Writing monthly reports and preparing PowerPoint Presentations for Management;
- Following safety procedures;
- Attending training opportunities as needed;
- Taking direction from the MCG Senior Director and assisting with other project needs.

Requirements/Qualifications

- Must be a Canadian citizen or 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 2019
- Experience working in or with First Nation communities
- Must have reliable transportation and the ability to travel
- Knowledge of computers and computer software an asset (i.e. Microsoft Office)
- Responsible and ability to work independently
- Must possess excellent, written and oral communication skills
- 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

Working Conditions

Ability to work with others in a shared office space and give public presentations.

Physical Requirements

Ability to perform physically demanding outdoor work in and around water.