



## Halton Children's Aid Society JOB POSTING # 17-22

### OKN Indigenous Reconciliation Summer Student

<b>POSITION TYPE:</b>	One (1) Temporary, Full Time Position (Up to 30 hours a week) For a period of up to 15 weeks
<b>EMPLOYEE GROUP:</b>	Non Union
<b>DEPARTMENT:</b>	Our Kids Network (OKN)
<b>REPORTS TO:</b>	Indigenous Lead (OKN)
<b>POSTING DATE:</b>	May 17, 2022
<b>POSTING DEADLINE:</b>	Applications should be submitted through <a href="http://www.myavanti.ca/careersathaltoncas/">www.myavanti.ca/careersathaltoncas/</a> by June 3, 2022 at <b>4:30 p.m.</b>

**Do you want to advance Truth and Reconciliation in Halton Region? Have great research skills and can assist in mobilizing that knowledge into action? Are you an Indigenous post-secondary student studying in a field with an Indigenous focus? Our Kids Network is seeking an Indigenous Summer Student to work with the Indigenous Reconciliation Initiative.**

Our Kids Network (OKN) is a Halton-wide partnership of agencies and organizations serving children, youth and their families that embraces the vision "All Children and Youth Thrive". The candidate can expect to work in a culturally safe and empowering workplace. OKN Staff are receiving ongoing training on Indigenous literacy, an Indigenous Employee Resource Group has convened and connection to Elders can be provided

**The Opportunity:** Largely self-directed and primarily in a virtual setting, the successful candidate will support OKN's Indigenous Lead in a variety of meaningful ways such as:

- Indigenous specific event planning; lead implementation of National Indigenous History Month.
- Develop resources for OKN's professionals that are accessible on a variety of platforms such as social media, web-based, and virtual workshops.
- Support Communications related projects including basic video editing, social media analytics and content development.
- Conduct research and provide analytic insight to support the Research function of OKN.
- Plan and implement data sharing activities for Indigenous youth in Halton.
- Identify best case practices in Indigenous Truth and Reconciliation across Canada.
- Support the Indigenous Lead as requested and work with all OKN Team Members.

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**What is in it for you?** You will have the opportunity to:

- Hone your research and analytical skills in an environment of ever-changing priorities.
- Apply writing skills by preparing briefing notes, report summaries, scripts.
- Plan Indigenous focused events & bring an Indigenous "lens" to all your projects.
- Apply your technical skills (knowledge of Microsoft Suite and social media platforms).
- Develop contacts with Indigenous agencies and data sources across Canada.
- Learn about collective impact, be introduced to child-focused community agencies and services, enhance your corporate communications understanding, and learn about Knowledge Translation and Mobilization.

**The preferred candidate will:**

- Be a full-time, post-secondary Indigenous student returning to school September 2022 and focused on an Indigenous field of study.
- Possess demonstrated ability to access data sources, analyze, and report on research on a variety of platforms, and understand Indigenous research principles,
- Demonstrate an understanding of the Indigenous context in Canada, be extremely knowledgeable of Truth and Reconciliation in Canada, and knowledgeable of numerous sources of Indigenous related information, data, and newsfeeds,
- Demonstrate digital knowledge: basic video editing, social media analytics, and online content development.
- Have strong knowledge of office software (Outlook, Word, Excel), design applications (Canva), and demonstrated knowledge of social medial platforms.
- Be resourceful, organized, and have adaptable skills. Knowledge of event planning an asset.
- Possess strong communication skills and can work with minimal supervision.

Preference will be given to candidates who have experience working with/in Indigenous communities and can speak an Indigenous language.

Candidates are asked to self-identify as First Nations, Inuit, or Metis in their cover letter.

Halton CAS has a vaccination policy and procedure in place. As a condition of employment, new employees are required to be vaccinated for COVID-19 unless they have a valid reason not to be vaccinated based on a protected ground under the Ontario *Human Rights Code*.

The successful candidate will be made an offer of employment on the condition of being fully vaccinated against COVID-19. Fully vaccinated is defined as having received all of the required doses of a Health Canada approved vaccine and having received the final dose at least 14 days before your employment start date. The candidate will be asked to provide Halton CAS with proof of full vaccination, prior to the candidate's employment start date. Acceptable proof includes an Ontario Ministry of Health COVID-19 vaccine receipt which you can obtain through the Provincial portal <https://covid19.ontariohealth.ca/>, or other government-issued vaccine passport or certification.

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As described above, the requirement to be fully vaccinated is subject to the Ontario *Human Rights Code*. If the candidate is unable to receive the COVID-19 vaccine for a reason protected by the *Code*, requests for accommodation from the vaccine policy will be assessed on a case by case basis and will be subject to Halton CAS' accommodation process.

### **The Halton Children's Aid Society is an equal opportunity employer.**

The Halton Children's Aid Society is committed to fostering an inclusive, accessible environment where all employees and members of the public are respected. We are dedicated to building a workforce that reflects the diversity of the communities we serve.

We thank all applicants for their interest in the Halton Children's Aid Society, we will only contact those selected for an interview. All interviewed candidates will be asked to provide a minimum of two supervisory references.

We are committed to a selection process and work environment that is inclusive and barrier free. Accommodation will be provided in accordance with the Ontario Human Rights Code. Applicants need to make any accommodation requests for the interview or selection process known in advance by contacting the Human Resources Department at 905-333-4441 ext. 0575. Human Resources will work with the applicant and the interview committee to arrange reasonable and appropriate accommodation for the selection process which will enable you to be assessed in a fair and equitable manner.