



FIRST NATIONS UNIVERSITY OF CANADA

ABORIGINAL YOUTH ENTREPRENEURSHIP CAMP COORDINATOR STUDENT SUMMER EMPLOYMENT (PART TIME –TERM) REGINA CAMPUS

The Aboriginal Youth Entrepreneurship Camp was established in 2009. Students are educated in the following areas: marketing, advertising, cash flow projections and business plan preparation. Furthermore, students have the opportunity to visit local businesses, hear from Aboriginal entrepreneurs, participate in case studies pertaining to entrepreneurship, and produce their own promotional materials.

The Organization:

With over 2,000 students and over 145 faculty and staff at three campuses, First Nations University provides an opportunity for students of all nations to learn in an environment of First Nations cultures and values. With a 37 year history, the University continues to uphold its mission of enhancing the quality of life, and to preserve, protect and interpret the history, language, culture and artistic heritage of First Nations people. The University is a unique place of learning specializing in Indigenous knowledge and providing post-secondary education for Aboriginal and non-Aboriginal students alike within a culturally supportive environment. First Nations University is a federated college of the University of Regina, and its academic programs are accredited through that institution.

Duties:

The student will be responsible for the development and implementation of the annual Aboriginal Youth Entrepreneurship Camp (AYEC).

The student will perform the following duties:

- Manage sponsorship proposals
- Develop and monitor the camp budget
- Manage selection committee
- Review and revise the AYEC 2014 Camp Manual & protocols
- Promote the camp to schools, youth groups and community associations
- Identify/contact resource people, e.g. suppliers, vendors, presenters, volunteers
- Coordinate marketing materials with in-house resources, including but not limited to posters, brochures, media
- Update and maintain website
- Schedule and coordinate: classes, activities, lecturers, food & accommodations for the 7 day camp

Qualifications: Applicants must be students who are 18 years of age or older and are returning to full-time studies in the fall of 2014. Students from all academic disciplines are encouraged to apply, but SBPA students are preferred. Applicants will have strong organizational and communication skills. Experience facilitating camps for Aboriginal youth is beneficial. A vehicle and a valid driver's license are assets. The student must be reliable, responsible, and punctual. The successful candidate

will be required to provide a criminal record check prior to work commencement.

Hours of Work: 8:30 A.M. to 4:30 P.M.

Length of Term: May – Sept 5, 2014.

Salary: \$13.08 - \$17.90 per hour, based on educational level.

Application Procedure:

All qualified candidates are encouraged to apply. The First Nations University of Canada relies on section 48 of *The Saskatchewan Human Rights Code* to give preference in employment for this position; therefore please indicate your status on the cover letter.

Qualified applicants must clearly state how they meet the screening criteria in their application for employment. Please quote the competition number: **14-EXT-CUPE-007.**

Deadline for applications is **April 23, 2014 by 4:00 pm.** Applications may be submitted by email, in-person, mail or fax as per below:

First Nations University of Canada

Human Resources Department

1 First Nations Way

Regina, SK. S4S 7K2

Fax: (306) 790-5997

Email: humanresources@fnuniv.ca

First Nations University of Canada would like to thank all those that applied; however, only those selected for an interview will be contacted.

Contact Information:

Should you have questions or want to learn more about this opportunity, please contact the Human Resources Department at (306) 790-5950 ext. 2505 or email at humanresources@fnuniv.ca.