



Invites applications for a  
**Life Skills Mentor – SUMMER STUDENT  
TERM POSITION (Pending Application Approval)**

Classification: \$13.00 per hour  
Hours of Work: 7.25 hours per day  
Competition Number: 20170022-LSM-TP  
Location: The Pas, Manitoba

The Canadian Summer Jobs Program provides career related work experience opportunities for Aboriginal students.

**Student must meet the following criteria:**

- be between the ages of 18 and 30 years old
- was registered as a full-time student during the preceding academic year
- intends to return to school on a full-time basis during the next academic year

**Qualifications:**

- Intermediate MS software skills
- Demonstrated understanding of Métis and Inuit culture and communities
- Strong interpersonal skills
- Good organizational and time management skills
- Advanced communication skills, both written and verbal
- Ability to maintain highly sensitive and confidential information in all interactions
- Ability to work cooperatively within a team environment and independently
- Ability to interact with people in a respectful, tactful, diplomatic and professional manner
- Ability to produce an acceptable Child Abuse Registry Check, Prior Contact Check and Criminal Records Check

**Key Duties and Responsibilities:**

- Provide strategies in setting reachable and progressive goals, coping skills, problem solving, and decision making
- Model positive social, communication and assertive skills
- Provide a safe environment where youth can share their thoughts and feelings and know that their views are important and valid
- Assist youth with accessing and navigating appropriate/relevant resources that may include education, bursaries, scholarships, housing, employment, EIA, etc.
- Collaborate with other resources and programs
- Providing transportation, supervision and support to any supported family visit or scheduled appointment, including completing documentation and providing communication of treatment plan.
- Ability to perform daily documentation, including incident reports, daily logs, assessment binders, case notes, and financial logs.
- Other duties as assigned

**Administrative and Reporting Requirements**

- Record observations and complete bi-weekly contact notes
- Attend various meetings as required, e.g., unit, staff, etc.
- Other duties as assigned

Your cover letter and resume must clearly indicate how you meet the qualifications. Please submit your resume under cover letter indicating the competition number to:

Human Resources  
Michif Child and Family Services,  
Email: [hr@michifcs.com](mailto:hr@michifcs.com)

**Applications will be accepted until 12:00 pm, Friday, May 19, 2017.**

*We thank all who apply, however, only those selected for an interview will be contacted.  
**Preference will be given to Métis and/or Inuit applicants. Applicants are encouraged to self-identify in their covering letter.***