



Hamilton-Wentworth Chapter of Native Women Incorporated
o/a Native Women's Centre

POSITION POSTING for (2) Summer Trainee Positions

1. IDENTIFYING INFORMATION

POSITION: (1) Shelter Reception Trainee -8 weeks
(1) Emergency Outreach Program Trainee- 8 weeks

SUPERVISOR: Program Manager
HOURS: Thirty-five (35) hours per week
Summer Experience Program for students enrolled in secondary, post-secondary between the ages of 15 and 30 at start of employment.

SALARY: \$14.00/hour
START DATE: June 25, 2018 ending August 17, 2018
CLOSING DATE: Friday June 15, 2018

2. POSITION SUMMARY

The scope of these positions will provide various skills that the employee will gain, in working with a diverse multicultural team of employees. The employee will learn how to prioritize various daily tasks, experience triage work, and participate in a culturally sensitive and safe environment.

These positions will also provide health and safety awareness, protocols for completing reports, guidelines in the working field of Violence Against Women and Children. The employee will observe empowerment of women through the programming and services offered in women's shelter and transitional housing support programming.

3. QUALIFICATIONS

- Must be a student that is currently enrolled in a secondary or post-secondary school between the ages 15 to 30.
- Some experience working in a team setting
- Planning and organizational skills an asset, sensitivity working with a culturally diverse team.
- Applicants need to demonstrate in their cover letter strong communication skills, work ethics and reason for application identify goals gathered in the work experience training

Forward your resume and cover letter: Friday June 15th before 4:00pm.

Cindilee Ecker-Flagg, Executive Director
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Thank you to all applicants applying; only those chosen for an interview will be contacted. Preference will be given to qualified applicants of Aboriginal descent. Supported by: Employment and Social Development -Canada Summer Jobs (CSJ)