



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: 20170018-LSM-B  
Location: Brandon, 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.

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@michifcfs.com](mailto:hr@michifcfs.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.***