Indigenous Student Support & Programming Assistant
Qualifications and Job Description

The Indigenous Student Support and Programming Assistant works with the Centre for Indigenous Support and Community Engagement (CISCE) to enhance programming and community-building for all Indigenous students at Carleton University. This role supports the delivery of wellness-based initiatives, mentorship opportunities and cultural programming. The successful candidate will help foster a strong sense of belonging for Indigenous students on campus through wellness and cultural programming, one-on-one support, and collaboration with campus and community partners.

Responsibilities

- Support the delivery of wellness and cultural programming in Ojigkwanong
- Provide peer support and connection for Indigenous students transitioning into post-secondary life
- Work collaboratively with CISCE team to enhance connection to culture and community
- Work collaboratively with campus and community partners
- Attend all required training and supervision meetings
- Maintain confidentiality, professionalism, and cultural sensitivity in all aspects of the role
- Represent CISCE and Carleton University as an ambassador for Indigenous student success and well-being

Requirements

- Indigenous student currently enrolled at Carleton University (2nd year standing or higher preferred)
- In good academic standing
- Professional experience or education in helping based fields consider an asset (E.g. social work, psychology, support worker, etc..)
- Demonstrated knowledge of Indigenous culture and communities
- Strong communication, organizational, and interpersonal skills
- Familiarity with Inuit organizations and campus resources an asset
- Comfortable working with virtual technology and social media platforms

Hours

- Up to a maximum of 12 hours/week
- Some evening and weekend hours may be required depending on programming

Renumeration

- Salary starts at $22.00 per hour

Interested applicants can send cover letter & resume to indigenous@carleton.ca
Please include Subject line: Indigenous Student Support & Program Assistant