



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

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# Job Board Posting



Careers.Indigenous.Link

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## Student and CO-OP: Employee Communications and Engagement

<b>Job ID</b>	<b>23-968-STU-ECE-03-8486</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=23-968-STU-ECE-03-8486">https://careers.indigenous.link/viewjob?jobname=23-968-STU-ECE-03-8486</a>	
<b>Company</b>	CSIS	
<b>Location</b>	Ottawa, Ontario	
<b>Date Posted</b>	From: 2022-06-08	To: 2050-01-01
<b>Job</b>	Type: Full-time	Category: Public Administration

### Description

Closing Date 2022-09-30  
Reference Number 23-968-STU-ECE-03  
Job Category Co-op  
Who Can Apply Canadian Citizens

Location Ottawa, Ontario  
Salary Range Hourly Salary  
Status Term - 4 to 16 months  
Language Requirement Various

### Job Summary

The Canadian Security Intelligence Service (CSIS) is looking for students who thrive on tackling diverse challenges in a unique environment. If you are up for the challenge and want to join one of our highest performing teams, there is no doubt that your contributions to CSIS will provide a meaningful impact to our mission of helping keep Canadians safe against national security threats. The Service is building a workforce which is representative of the Canadian society and foster diversity and inclusion. Also, it is dedicated to establish positive policies and practices related to hiring, training, promoting and retaining designated group members ensuring that employment-related needs of all persons are reasonably accommodated. CSIS offers opportunities to students to gain valuable experience in policy and governance, with the possibility to return for multiple placements. Students will be given the opportunity to cultivate their skills and knowledge by being paired with experienced employees who will provide feedback during the work term. They will have the opportunity to broaden their knowledge and experience before choosing a career specialization.

#### Employee communication and engagement

ECE offers a wide variety of specialisations. You can apply to one or multiple areas of interest within the branch for student job opportunities. In order to assess your application, please highlight, in your cover letter, areas of interest in order of preference. Students can cultivate their skills and gain valuable experience in the following fields:

Communications Advisor: Candidates with the following experience are preferred for this position:

- Experience writing and editing communication products
- Experience coordinating regular information updates posted through a variety of means

Digital Communications Officer: Candidates with the following experience are preferred for this position:

- Experience using web content management systems, including and not restricted to Drupal and SharePoint.
- Experience in coding and designing web content

Graphic Design Coordinator: Candidates with the following experience are preferred for this position:

- Experience working with the Adobe Creative Suite
- Experience working on all production tasks from graphic design, illustration and layout

Multimedia Technician: Candidates with the following experience are preferred for this position:

- Experience with video or podcast production, digital animations and/or photography
- Experience in installing, setting up and repairing multimedia equipment

## Education

Undergraduate degree or College Diploma programs including but not limited to the following areas of study:

- Communications
- Journalism
- Advertising
- Marketing
- Web Design
- Graphic Design
- Audio/Visual Production
- Media Techniques

\*Master's degree in a relevant field will be considered an asset.

## Experience

Please see required experience under each different fields.

## Competencies

- Communication
- Organization Skills / Multitasking
- Professionalism
- Client Service

## Conditions of Employment

Applicants must be registered as a full-time, post-secondary student in an accredited academic institution recognized in Canada. Priority consideration will be given to those enrolled in an accredited co-op/internship program.

## Notes

How to submit application: Applicants MUST include the following information in their cover letter in order to be given further consideration:

- Travel costs benefits may apply. Further information will be disclosed during the interview process.
- Location of interest: Please note you can only select one (1). Available locations are indicated at the top.
- Job Category: Applying for a co-op placement, internship (specific to current program enrollment) or student job.
- Availability: What is the length of your term (4, 8, 12 or 16 months)
- Studies: What is your current year of study and your expected graduation date

Tips for your Cover Letter and Resume:

- Indicate your desired ECE field (s) in order of preference.
- Tell us your story: why do you want to work for CSIS
- Work objectives.
- Technical abilities (where applicable).
- Volunteer or work Experience (where applicable).
- Projects (where applicable).

Various language requirements.

We encourage all interested candidates to apply.

Second language evaluation tests might be administered. At CSIS, we are not looking to simply fill student placement positions every four months. Our program is designed to identify and develop potential full-time employees. Candidates are asked to apply only once, due to the high volume of applications received. Failure to provide requested information may result in the rejection of your application. While we continue to explore opportunities for flexible work arrangements, the majority of work in our organization must be done in the office and cannot be performed at home.

## Reference Links

### Security Requirements

Candidates must be eligible to receive an Enhanced Top Secret security clearance. The process involves a security interview, a polygraph, and a background investigation that includes credit and financial verifications. The use of illegal drugs is a criminal offense. Drug use is an important factor considered in your reliability and suitability assessment during the selection process. Therefore it is important not to use any illegal drugs from the time you submit your application.

### Others

We thank all applicants for their interest in CSIS. However, only those who are selected for further consideration will be contacted.

For more information, visit [CSIS for Student and CO-OP: Employee Communications and Engagement](#)