



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:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/05/05

Student Employment Advisor, Student Employment Services

Job ID	63-1D-A5-9E-F9-7A	
Web Address	https://careers.indigenous.link/viewjob?jobname=63-1D-A5-9E-F9-7A	
Company	Red River College	
Location	Winnipeg, Manitoba	
Date Posted	From: 2020-06-19	To: 2020-12-16
Job	Type: Full-time	Category: Education
Languages	English	

Description

Student Employment Advisor

Student Employment Services

Position Location: Notre Dame Campus (Winnipeg, MB)

Full-Time Position Available

An eligibility list may be created for similar casual, part-time, full-time, and term positions

Red River College is a leader in applied learning and innovation. Our talented team of employees is passionate about education, innovation and student success. We offer competitive salaries, extensive benefits, and the opportunity for personal and professional growth in a rewarding career.

Duties: The Student Employment Advisor will offer a wide range of employment supports and services to students, recent graduates, and employers. The duties will include ensuring students and recent graduates are provided with the employment supports they require to achieve success in their employment goals; providing students and recent graduates assistance with job search strategies, cover letter and resume writing, interview preparation, employment application forms, informational interviews and current labour market information; providing supports and services in both a personalized manner and through workshops/presentations; and collaborating with staff and faculty to build partnerships and create an environment that elevates student potential and together assist in student success. The Student Employment Advisor works closely with employers to assist them in meeting their recruitment needs by providing a link between businesses and their future employees found in the College's student body. Services will include: advertising of job opportunities on Job Central, coordinating and hosting Employer on and off-Campus events, resume collection, involvement in career fairs and providing a central information hub to respond to and direct employer inquiries

REQUIRED QUALIFICATIONS

- An undergraduate degree in Social Sciences, Business Administration, Education or Human Resource Management. An equivalent combination of education, training and experience may be considered
- Several years of relevant experience in advising individuals on a variety of career and employment related matters

- Experience in developing and facilitating workshops, training and orientation sessions, related to various employment topics including job search strategies, cover letter and resume writing, interview preparation, informational interviews
- Experience in event planning and promoting of services to employers and students including utilizing social media
- Excellent presentation skills with the ability to modify material based on the audience
- Demonstrated knowledge of the barriers and challenges a diverse student population may face in obtaining employment and in workplace environments
- Strong planning, organizational, written, verbal and interpersonal communication skills
- Experience providing excellent customer service to diverse groups
- Demonstrated initiative and ability to work well both independently and in team environments
- Demonstrated ability with communicating in a cross-cultural environment with people from diverse groups
- Experience with Microsoft Office applications (PowerPoint, Word, Excel, Outlook) and video conferencing tools (MS Teams, WebEx)
- Values Diversity, Equity, and Inclusion
- Commitment to lifelong learning

ASSET QUALIFICATIONS

- Knowledge of current labour market trends
- An understanding of Red River College and its programs
- Knowledge of community resources and relevant government programs

CONDITIONS OF EMPLOYMENT

- Applicants must be legally entitled to work in Canada
- This position may be required to work evenings and/or weekends
- This position may be required to work overtime
- This position may be required to travel

How to Apply

Applicants are to clearly demonstrate how they satisfy the selection criteria in their written submissions and must identify the competition number they are applying for in the subject line of the email

Apply to Red River College by email: humanresources@rrc.ca

An eligibility list may be created for similar casual, part-time, full-time, and term positions

We seek diversity in our workplace. Aboriginal persons, women, visible minorities and individuals with disabilities are encouraged to apply.

Competition #: 2020-073

Closing Date: July 3, 2020

Salary: \$57,212 - 78,281 per annum

We thank all applicants for their interest, but only those selected for an interview will be contacted.

Red River College provides accommodations to applicants with disabilities throughout the hiring process. If an applicant requires accommodation during the application or selection process, Human Resource Services will work with the applicant to meet the accommodation needs.

For more information and other employment opportunities, visit www.rrc.ca/hr

2055 Notre Dame Ave, Winnipeg, Manitoba, Canada R3H0J9