



DIRECTOR, Aboriginal Initiatives North and South

Reporting to the Senior Vice President, Growth, you will promote the vision, mission, principles and programs of CAREERS, in either the North or South half of the province to increase the level of education, industry and community support to successfully implement career development and workplace learning opportunities for Aboriginal youth. Preferred work locations will be in our Edmonton and Calgary offices.

In this key role, you will oversee planning, implementation and delivery of Aboriginal programming; strive for increased participation of Aboriginal youth in all programs offered by CAREERS; cultivate relationships with provincial industries to increase employer participation for Aboriginal youth in workplace settings; and seek new opportunities to increase participation of Aboriginal youth in work experience programs.

Your responsibilities will include:

- Plan, implement and oversee the “Aboriginal Youth Initiative” to engage Aboriginal youth in workforce employability skills enhancement and career path occupational exploration.
- Create and implement new Aboriginal Career Exploration Academy Projects.
- Plan and carry out special activities and events that share career information and inspiring experiences through educational and career gaming/hand-on activities
- Partner with existing summer Aboriginal career exploratory projects.
- Expand dual credit program opportunities for Aboriginal youth career exploration.
- Excite provincial industry members to increase the participation rates of youth in worksite internships.
- Gain endorsement and participation of major provincial Trades associations.
- Encourage and facilitate mentorship training for employer sites.
- Strengthen collaboration and alliance partnerships.
- Grow commitment of industry to expand youth internships through provision of high quality candidates.
- Assist in the successful advocacy of the provincial Aboriginal Youth Advisory Committee.
- Establish, secure and maintain positive working relationships with diverse stakeholders.
- Engage and collaborate with Field Team members on project goals, strategies and tactics to ensure effective messaging, communications and connection with Aboriginal people, educators, employers and communities.
- Intended program outcomes are to address skilled labour shortages, increase the participation rates of Aboriginal youth in career path development, assist schools to foster youth educational achievement through CAREERS program menu, and proactively prepare the marketplace for a rapidly growing Aboriginal youth sector.
- Extensive travel throughout Northern or Southern Alberta is required.
- Occasional evening and weekend work is required.

As Director, Aboriginal Initiatives, you will have the following attributes:

- Experience working with Aboriginal communities; in business, industry or education settings; or supporting community engagement is required.
- Post-secondary education and/or recognized qualified training in a related field such as: Career Development, Apprenticeship and Trades certification, Teaching/Instruction, Native Studies, Business, Leadership or human resources.
- Sensitivity to Aboriginal culture and demonstrated ability to make connections and build relationships with a variety of stakeholders is required.
- Active participation in Aboriginal community, volunteer or service organizations would be an asset.
- Exceptional communication skills.
- Demonstrated ability to take initiative and follow through on actions while managing time and numerous projects/activities
- Proven ability to meet and exceed targets, goals and objectives in a timely manner with excellent results.
- Strong organizational, analytical and solution development skills.
- Valid Class 5 Drivers License and a reliable vehicle with business use insurance.
- Incident free Police Information Check and Child Welfare Check.

This opportunity is open until suitable candidates are found. Please send your resume and cover letter to **HR@nextgen.org**. In your cover letter, please indicate whether you are interested in the position in Northern or Southern Alberta.

We thank all applicants for their interest in this position, however, only those selected for an interview will be contacted.

CAREERS: The Next Generation is a unique, non-profit organization raising youth awareness of career options and helping students earn while they learn through internship. We partner with government, educators, communities, industry, parents and students to introduce youth to rewarding careers and develop the skilled workers of the future.