



Job Title: STEP Student, Coordinator - MEG Energy Summer Camp Coordinator
Requisition #: X00011.3
Job Type: Hourly/ Casual
Start Date: May 1, 2018
Position End: August 20, 2018
Location: MRU Main Campus - Calgary, AB T3E 6K6 CA
Closing Date: April 11, 2018

NOTE: This summer position is funded through the Summer Temporary Employment Program (STEP).

About MRU

Founded in 1910 and located in Calgary, Alberta, Canada, Mount Royal University has built a reputation on a strong, liberal education foundation. Our vision is to provide an exceptional undergraduate educational experience for our students.

We are a community of engaged citizens, providing personalized, experiential and outcome-based learning in an environment of inclusion, diversity and respect. Through our focus on teaching and learning informed by scholarship, we are preparing our graduates for success in their careers and lives.

Mount Royal University presently offers 12 four-year baccalaureate degrees with 32 majors, with a view to grow this mix to 15 degrees and 50 majors by 2025. Current degree offerings are unique, and include four-year bachelor degrees in interior design, midwifery, child studies and health and physical education, as well as arts, criminal justice, business administration, communication, computer information systems, education, nursing and science. Mount Royal also offers robust continuing education programming as well as an internationally-renowned music conservatory.

More than 13,000 credit students attend Mount Royal University annually, with more than 90,000 Mount Royal alumni contributing to their communities worldwide.

Our faculty provide a teaching and learning environment that welcomes challenging ideas. Our staff are dedicated to supporting our campus so that students are provided with an exceptional educational experience. Our management team provides leadership throughout the University, and inspires others at all levels to be leaders in their own important sectors.

In support of our students, and in response to our broader community, we know that investing in our employees benefits the University as a whole. Talented and committed employees are the driving force behind student success. Our faculty, staff and management are united in creating a thriving learning environment for our students.

Mount Royal University is an exceptional community focused on our people.

About the Department of Iniskim Centre

The Iniskim Centre offers programs and services to increase the engagement and success of Indigenous students while raising awareness of Indigenous peoples and cultures. Mount Royal University is located on the traditional lands of the Blackfoot people, the Niitsitapi. The centre recognizes and respects the diversity of all Indigenous peoples of Canada. The centre also increases the awareness of distinct Indigenous cultures, history and protocols across the University.

About the Role

The MEG Energy Summer Science for Indigenous Youth at Mount Royal is a camp designed to provide a science-based camp experience for 30 Indigenous students from Treaty 6, 7 and 8 in the province of Alberta. The Camp Coordinator will oversee the entire group of participants and organize and implement activities throughout the camp. Additionally, the camp coordinator will be responsible for implementing camp curriculum and program, supervise activities, liaise with the parents of campers, and ensure the

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safety and wellness of all participants. The hired coordinator will report to the Aboriginal Science and Technology Education Program Administrator at Mount Royal University's Iniskim Centre.

The MEG Energy Summer Science for Indigenous Youth at Mount Royal is defined by five goals:

1. Cultivate and deepen an interest in science and technology that will open the door to future educational and career opportunities;
2. Provide Indigenous students (and their parents) with information regarding pre-requisites needed to enter a science and technology degree program;
3. Promote self-development and self-reflection in Indigenous students through guided workshops;
4. Acclimatize Indigenous students to the process of becoming a university student; and
5. Provide Indigenous youth with positive role models — both Indigenous and non-Indigenous — within an educational setting.

The MEG Energy Summer Camp Coordinator will forecast, plan and execute activities, events, and programs to meet camper needs and the goals of the MEG Energy Summer Science Camp for Indigenous Youth at Mount Royal University.

Mount Royal University is seeking 3 (three) MEG Energy Summer Camp Coordinator for the following terms:

- May 1, 2018 – August 20, 2018 (16 weeks) (2 positions)
- July 3, 2018 – August 24, 2018 (7 weeks) (1 position)

This summer position is funded through government grant and is pending Summer Temporary Employment Program (STEP) final approval. This position has a projected start date of May 1, 2018, and an end date of August 20, 2018.

This position cannot be used to fulfill co-op, placement, work-terms, internship or related requirements for mandatory or optional programs related to an academic program, student graduation, designation, etc.

Responsibilities

- Create high quality camp experiences for campers and their families by ensuring the health and safety of all campers during the program throughout the development, implementation and maintenance of camp and emergency procedures;
- Provide opportunities for the group so that each individual experiences success during camp;
- Support each participant to meet the behavior expectation of respect established by the camp;
- Supervise all aspects of the participants' daily activities and programming including meal times, educational programming, evening activities, and after-hour duties;
- Work closely with the ASTEP Administrator to develop curriculum, programming and materials to support the MEG Energy Science Summer Camp;
- Actively participate in staff training, meetings, and supervisory conferences; and
- Prepare a post-camp report for Supervisors.

Qualifications

- Ability to relate and understand the needs to Indigenous High School students, ages 15-19;
- Demonstrates the skills needed to assist in developing science-related curriculum and activities in programming;
- Excellent interpersonal skills; good communication skills both verbal and written;

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- Ability to take initiative, make independent decisions, prioritize tasks and meet timelines efficiently and accept supervision and guidance;
- Ability to plan and execute off-site activities;
- Standard first aid, CPR and police check (with vulnerable persons screening) required (or willing to undergo training);
- **Only Indigenous applicants will be considered.**
- Must be returning to school full-time no later than November 1, 2017; eligible students must be enrolled in a program which will result in a credential (e.g. certificate, diploma, degree, etc.)
- An Alberta resident with an Alberta address and living in the province
- Students may only participate in one STEP position per calendar year
- Students must not be currently employed with the organization in a paid capacity
- Students must not be immediately related to organization's owners or staff responsible for hiring
- Must be legally entitled to work and study in Canada

Salary: \$20.00 Hourly

Closing Date: April 11, 2018

A cover letter and resume should be submitted in one .pdf formatted document. Please title your .pdf document as follows: [Job Title], [Requisition Number].pdf (ex. Casual, Coordinator, 999999.pdf).

We thank all applicants for their interest. Only applicants selected for an interview will be contacted. After the close date, you can check on the status of your application through your Career Centre. New career opportunities arise frequently and are posted as they become available. Please check back often to view our latest postings on our Career Opportunities page. All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. Mount Royal University hires on the basis of merit and is strongly committed to fostering diversity as a source of excellence, intellectual and cultural enrichment, and social strength. We welcome applications from those who would contribute to the further diversification of our staff, faculty and their scholarship including but not limited to Indigenous Peoples, women, persons with disabilities and persons of any sexual or gender identity, ethnic, national or socio-economic background, religion or age.

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