



“TOGETHER WE WILL CONTINUE TO BUILD A STRONG MÉTIS NATION”

Summer Research Assistant

The Provincial Office of the Métis Nation of Alberta (MNA) is recruiting for a 9 to 12-week Research Assistant (RA). Reporting to the Métis Rights & Accommodations (MRA) Department Coordinator, the RA will be responsible for supporting the research initiatives of the MRA division. The scope of work will include climate change, harvesting, industry relations, governance, and business development. This position will require you to think strategically on a wide range of issues and allow you to work closely on the negotiation process between the Métis Nation of Alberta and the Government of Alberta in regards to the Métis Harvesting Policy and Métis Harvesting Rights. You will also support the department’s ongoing climate change workshops throughout Alberta.

Skills, Knowledge and Qualifications:

We are looking for a motivated, confident, and driven individual who is passionate about research, Indigenous issues, and has excellent analytical and writing skills. Current enrolment in, or recent graduation from, a University program is required.

This position requires a proven level of initiative and judgment in order to organize and prioritize daily tasks and long-term objectives. Tact, diplomacy and a commitment to teamwork are required in dealing with colleagues in an everyday working environment.

- Superior written and oral communication skills
- Excellent interpersonal skills
- Ability to convey messages to different audiences
- Knowledge of issues affecting Métis people
- Strong technical skills and knowledge of digital media
- Ability to produce professional documents, reports and presentations
- Political sensitivity and ability to deal with confidential information
- Knowledge and an understanding of Métis culture, people and values is an asset

Education Requirements:

Post-secondary education with a research emphasis.

Experience:

Minimum 1-2 years of experience.

Closing Date: May 1, 2018

Submit your resume to:

Métis Nation of Alberta
#100, 11738 Kingsway Avenue,
Edmonton, Alberta, T5G 0X5
E-mail: employment@metis.org

The Métis Nation of Alberta thanks all applicants for their interest; however only those applicants selected for interview will be contacted. No phone calls please.