



Summer Student Employment Opportunity – Secondary Student Position

Health Resource Assistant

Biigtigong Nishnaabeg invites students 15 to 30 years of age, coming from school and returning in the fall, to apply.

Under the supervision of the health department, the student duties will include:

- Filling front desk admin as needed
- Job shadowing
- Assisting with health projects within the community
- Rotation within health departments
- Regularly communicate and provide updates with the summer student supervisor

Requirements:

- Ability to work independently and in a team setting
- Strong communication skills
- Experience with Microsoft office (word, excel, powerpoint, etc.)
- Strong organization skills, must be able to multitask and prioritize
- Strong time management skills
- Energetic, friendly, problem-solving skills

Applicants will be required to submit a resume and cover letter, transcripts, student information form, and consent to release form. (All forms can be found at www.picriver.com)

All applications must be emailed to russell.twance@picriver.com by June 18, 2021 @4:30pm.

Only those that submit ALL requirements will be contacted for an interview.