



Summer Student Employment Opportunity

Health Resource Assistant (1)

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 director, the students' duties will include:

- Filling front desk admin as needed.
- Job shadowing senior staff members.
- 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.
- Effective communication skills.
- Experience with Microsoft office (word, excel, power point, etc.)
- Strong organization skills.
- Must be able to multitask and prioritize.
- Strong time management skills.
- Energetic, friendly, critical thinking skills.

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

All applications must be emailed to recruitment@picriver.com by June 16th, 2023 @12pm.

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