



Student Intern Positions

Summer 2019

The Centre for Employment Innovation, St. FX Extension, is looking for post-secondary students (including graduate students) who are interested in one of three student intern positions. One position will support the CEI's research activities, the second will support the CEI's stakeholder engagement activities, and the third will support the CEI's communications activities.

The Centre for Employment Innovation (CEI) at St. Francis Xavier (StFX) University provides leadership, fosters best practices, conducts research and encourages collaboration in the development and delivery of employment services across the Province of Nova Scotia. Operating within and supported by the StFX Extension Department and working in partnership with government, service providers, community agencies and researchers, it strives to bring people and knowledge together to strengthen the quality and effectiveness of employment services. The aim of the CEI is to foster a skilled, resilient and productive workforce across Nova Scotia.

Position 1 – Student Research Intern: As an integral part of the CEI team, student research interns will support and implement the research component of our projects and programs, such as the New Opportunities for Work (NOW) labour attachment program. Working under the supervision of the CEI Manager of Applied Research, students will gain hands-on experience in all facets of participatory action research and qualitative method. As a CEI student research intern you may be involved in: research project design, data gathering, data analysis, bibliography development, jurisdictional scans, and other research-related activities. Strong writing skills are considered an asset. Previous research experience is not required, but is considered a definite asset.

Position 2 – Student Engagement Intern: As an integral part of the CEI team, the engagement intern will work closely with the Coordinator of Stakeholder Engagement, supporting the design and implementation of CEI engagement activities. Specifically, this position will be responsible for collaborating with CEI stakeholders to better inform the development and implementation of CEI activities. This may include supporting regional convenings and sharing stories across multiple communications platforms, event planning, logistics, and facilitation, conducting surveys/interviews, data analysis, and report writing.

Position 3 – Student Communications Intern: In this position, you will work closely with the Communications Manager for Coady Institute and the Extension Dept. (inclusive of the CEI), providing administrative support, as well as supporting the design and implementation of CEI communication activities. You will be responsible for collaborating with CEI stakeholders to better inform the development and implementation of CEI activities, including helping to share stories across multiple communications platforms and supporting regional convenings. Time permitting, this position may also offer an opportunity for you to develop an innovation project, in consultation with the Coordinator of Stakeholder Engagement and the Communications Manager, to align your experience and interests with those of the CEI team.



If you are interested in working with the CEI to help develop your research and / or engagement and / or communications skills as we explore and create innovative, exciting and client-centred programs and practices, please forward your resume and a cover letter that describes which of these positions most interests you, and why (you may apply for more than one), including your perspective on the role of research, engagement and/or communications in developing innovative projects and initiatives. **Each position requires a 35 hour / week commitment. The expected starting date is May 6th, 2019 (negotiable), at a rate of \$15 / hour.**

The CEI and StFX respect and welcome diversity. Applications from Indigenous persons, Black/African Canadians, persons with disabilities, racially visible persons, women and persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+) are highly encouraged. It is important to our emphasis on community-based research that all communities are represented. We encourage applicants to self-identify. Only those selected for an interview will be contacted. All qualified candidates are encouraged to apply.

Applications close at NOON, Thursday, April 18th, 2019. To express an interest in this role, please direct your application in confidence to:

Jody Cook, Centre for Employment Innovation,
Email: cei@stfx.ca