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Mines Action Canada is pleased to announce that we are now actively recruiting for summer student positions.

These positions will support Mines Action Canada's humanitarian disarmament work ensuring that the rights of victims of armed violence are respected and that humanitarian considerations are including in disarmament discussions.

**PLEASE NOTE THAT THE DEADLINE FOR APPLICATIONS IS MAY 30, 2016.**

#### **PROGRAM OVERVIEW**

Mines Action Canada is hiring two eight (8) week positions through the Canada Summer Jobs program of the Government of Canada. These positions will be based at the Mines Action Canada office in Ottawa, Ontario.

Canada Summer Jobs provides funding to help employers create summer job opportunities for students. It is designed to focus on local priorities, while helping both students and their communities.

Canada Summer Jobs:

- provides work experiences for students;
- supports organizations, including those that provide important community services; and
- recognizes that local circumstances, community needs and priorities vary widely.

#### **Communications and Digital Engagement Assistant**

This position will support Mines Action Canada's humanitarian disarmament work ensuring that the rights of victims of armed violence are respected and that humanitarian considerations are including in disarmament discussions. It focuses on building public support for humanitarian disarmament issues. By creating public engagement in support of the Convention on Cluster Munitions, this position will contribute to meeting Canada's universalization obligations under the Convention.

This position is also expected to contribute to Mines Action Canada's commemoration of the 20<sup>th</sup> anniversary of the signing of the Ottawa Treaty banning landmines in 2017.

Reporting to the Program Coordinator, this position will:



- Create public engagement campaigns (1) calling on states to join the Convention on Cluster Munitions and (2) promoting the protection of civilians and curbing the use of explosive weapons in populated areas
- Research, write and design informational materials for children and youth about Canada's leadership to ban landmines and the Ottawa Process in advance of the 20th anniversary of the Ottawa Treaty signing in 2017
- Create content for Mines Action Canada's website highlighting ordinary people having an extraordinary impact in disarmament.
- Complete other tasks as necessary to assist Mines Action Canada staff in their work to reduce the humanitarian impact of indiscriminate weapons.

### **Eligibility criteria**

To be eligible to apply, applicants must be:

- Canadian citizens or permanent resident, or person on whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*;
- between the age of 15 and 30 inclusive;
- have been registered as a full-time student during the preceding academic year;
- intend to return to school on a full-time basis during the next academic year;
- available for the duration of the placement (approximately June – August depending on start date);
- legally entitled to work according to the relevant provincial legislation and regulations.

### **Preference will be given to candidates who:**

- are studying journalism, communications, graphic design, and public relations, or social sciences, international affairs, and international development;
- bilingualism would be an asset;
- possess volunteer or study-related experience in the areas of social justice, international development/relations or mine action;
- have experience working or volunteering with a non-profit / non-governmental organization;
- have experience coordinating public awareness campaigns;
- have cross-cultural knowledge and skills (e.g. travel experience, sense of humour, diplomacy, ability to handle stress);
- are computer literate (competent in e-mail, word processing, spreadsheet, web design and social media);
- have excellent interpersonal skills and sound writing skills; and
- are very flexible, adaptable, patient and can handle stress.

**Compensation:** \$11.25 per hour and 37.5 hours a week for 8 weeks

**TO APPLY:**



1. Read the eligibility criteria above **thoroughly** and make sure you qualify!
2. Check out the job description carefully.
3. Email your cover letter and CV to [erin@minesactioncanada.org](mailto:erin@minesactioncanada.org) before 30 May 2016. Please confirm that you meet the eligibility criteria in your application.

Have an inquiry? E-mail Ms. Erin Hunt, Program Coordinator at [erin@minesactioncanada.org](mailto:erin@minesactioncanada.org).

**Please circulate this announcement widely within your networks.**

Project undertaken with the financial support of the Government of Canada provided through the Canada Summer Jobs, a component of the Youth Employment Strategy.