



PO Box 4668 Stn E Ottawa ON K1S 5H8 CANADA

Tél: +1.613.241.3777 fax: +1.613.244.3410 info@minesactioncanada.org
www.minesactioncanada.org

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 included 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.

Research 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 included in disarmament discussions. It focuses on researching the humanitarian impact of weapons. By documenting humanitarian harm caused by weapons, this position will contribute to advocacy on the national and international level.

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

Reporting to the Program Coordinator, this position will:

- Conduct research in support of international efforts to eliminate indiscriminate weapons such as landmines, cluster munitions and explosive weapons;



- Use open-source material to gather information on the humanitarian impact of landmines, cluster munitions and explosive weapons;
- Analyze policy related to indiscriminate and inhumane weapons at the national and international level;
- Write blog posts and public engagement documents to inform Canadians about international work to eliminate landmines and cluster munitions and to protect the rights of victims;
- Research and draft guides to the commemoration of Canada's role in the Ottawa process to ban landmines for use in conjunction with the Canada 150 celebrations in 2017;
- Other research tasks in support of Mines Action Canada's mandate as required

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 social sciences, international affairs, political science, international development, peace and conflict studies, social justice and women's studies;
- language skills in French, Spanish or Arabic 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 conducting research including research using open source materials;
- 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, and social media);
- have excellent interpersonal skills and 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 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.

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.