



The Manitoba Institute of Trades and Technology (MITT) is Manitoba's newest public college - a unique educational institution offering post-secondary certificates and diplomas alongside comprehensive, integrated secondary programming, all directly linked to current labour market needs. MITT gives students a competitive edge by providing the latest technology and training for careers in the areas of Health Care and Human Services, Information and Business Technology, and Skilled Trades.

INSTRUCTIONAL ASSISTANT, CARPENTRY PROGRAM

Location: YouthBuild, 308-765 Main Street, Winnipeg, Manitoba

Term, full-time position: September 5, 2017 to April 27, 2018

Monday to Friday – 8:00 am to 4:00 pm

The MITT YouthBuild program is a ten month community based technical education program for young First Nations, Metis, and Inuit adults. Through an innovative curriculum that integrates construction training, academic instruction and personal and professional development courses, students gain a relevant skill foundation on which to help mobilize a more stable future for themselves and their families.

The Institute is seeking an energetic and knowledgeable Instructional Assistant (IA) for the **Carpentry** program. The IA will facilitate the inclusion of students and encourage students to become independent learners and member of the classroom, school, and community. The role of the IA includes but is not limited to:

- Providing instructional support after technical content is taught by the program instructor
- Leading small groups, following the direction of the program instructor
- Organizing classroom activities and processes for the purpose of enhancing learning activities for students in both individual and group settings
- Developing and maintaining accurate, informative and relevant student and administrative records; e.g., attendance
- Utilizing the program budget, materials, and resources effectively in order to maximize benefits for the students
- Collaborating with YouthBuild staff to identify the skills required by the work practicum sponsors to prepare students for their placements
- Collaborating with MITT's Career Services to deliver resume and interview skills workshops for students

Requirements:

- Carpenter, Level 2
- 5 years industry experience in carpentry/construction or 2 years' experience working as an IA at the post-secondary level
- Valid Class 5 license
- Experience or interest in training young First Nation, Metis, and Inuit adults in the carpentry trade and a strong commitment to helping young adults success
- Strong communication skills
- Strong interpersonal skills
- Able to multitask
- Able to use computer technology efficiently

Forward a cover letter and a detailed resume to Human Resources at hr@mitt.ca or fax: 204-488-4152.

Quote competition **2016-065** in the subject line. Please provide your salary expectations.

Application Deadline: June 9, 2017

MITT is committed to an employment equity practice that achieves a workforce reflective of the community at large.

All persons hired by MITT are subject to the completion of satisfactory Child Abuse Registry and Criminal Record checks including vulnerable sector.

We thank all applicants for their interest. Please note that only those applicants selected for an interview will be contacted.

INSTRUCTIONAL ASSISTANT

Location: YouthBuild, 308-765 Main Street, Winnipeg, Manitoba

Term, full-time position: September 5, 2017 to April 27, 2018

Monday: 8:30 am to 3:30 pm; Tuesday to Friday: 9:00 am to 3:30 pm

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