



Winter 2018

Dear Business Council of British Columbia Member,

RE: Indigenous Intern Leadership Program

It is with great enthusiasm that we write to you regarding the Indigenous Intern Leadership Program, made possible by the BC Assembly of First Nations and the Business Council of British Columbia through their joint [Champions Table](#). This program brings together qualifying recent Indigenous Graduates with BC employers for two-year work opportunities. We encourage you, as a leading employer in British Columbia to participate in this initiative.

With your participation, you are providing an opportunity for an Indigenous graduate to hold meaningful employment within your organization for the next two years. By giving them workplace skills and training beyond their program learning, you are a key factor in building their foundation towards a lasting career and creating an opportunity to support them as future leaders in business and BC's economy. With your participation, we hope to strengthen and increase the capacity within Indigenous communities. Long term, this will assist in advancing economic reconciliation, community development, cultural preservation, and respect.

To get you started in the Indigenous Intern Leadership Program, we have partnered with Vancouver Island University who has put together the enclosed information package to guide you throughout the next two years. Your point of contact at Vancouver Island University is Patrick Brennan, Special Advisor to the President. It is our aim that this program supports a future leader in BC and develops their knowledge and skills, while providing you with a valuable employee. Together, we look forward to the results this will bring.

We appreciate your commitment to building capacity in Indigenous communities, employment diversity, and providing essential workplace mentorship and training. Vancouver Island University will facilitate the recruitment process while employers will be responsible for all aspects of a two-year internship beginning from the time of hiring, including provision of salary and compensation.

To get started, or if you have any questions, please feel free to get in touch by emailing Patrick Brennan at patrick.brennan@viu.ca. Thank you for your consideration of this exciting program which will help make a difference in advancing economic reconciliation and opportunities for Indigenous youth in British Columbia.

Sincerely,

Terry Teegee
Regional Chief
BC Assembly of First Nations
RegionalChief@BCAFN.ca

Greg D'Avignon
President and CEO
Business Council of British Columbia
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Program Steps and Activities – EMPLOYER

JOB POSTINGS: To participate as an employer in the Indigenous Intern Leadership Program, please forward a completed job posting to Patrick Brennan, Special Advisor to the President at patrick.brennan@viu.ca. All job postings will be shared with post-secondary institutions in British Columbia through the working group which has been formed and chaired by Vancouver Island University and made available on this website: <https://career.viu.ca/Intern/home.htm>. The various institutions will leverage their individual job and internship posting platforms as well as Indigenous student networks, to promote the opportunity among their student and recent graduate population. We will also work with the BC Assembly of First Nations to share this opportunity among the 203 First Nations around British Columbia. Applicants will submit their resume directly to the employer.

Intern job postings should include the following information:

- Organization contact information (Title, Email, Phone)
- Start and End Dates
- Job Title
- Job Description Information
- Qualifications, Skills and Requirements
- Preferred or Applicable Diploma/Degree/Area of Study
- Job Location(s) and potential for relocation if applicable
- Wage / Salary
- Additional Supports Provided
- Application instructions (materials required, contact, process deadline/timeline)

HIRING PROCESS: Interested companies will share their job posting with Vancouver Island University for promotion to targeted networks. Interested applicants will apply directly to the hiring companies, at which point the employer may begin your selection and hiring process. Employers are responsible for conducting interviews, hiring the intern and onboarding the successful applicant into the organization. Vancouver Island University is available to offer advice and support through this process.

SURVEYS & CHECK-INS: During the course of the internship placement, VIU will conduct online surveys and be available for check-ins by phone or email with both interns and employers.

- Six months
- 1 year
- 1.5 years
- 2 years

ANNUAL GATHERING: Once per year participating employers and interns will assemble for a day to connect and learn from First Nation Leaders and CEOs about business, governance, leadership and reconciliation. This will contribute to the interns' professional development experience and build an expanded network of young Indigenous business leaders. It will also be a valuable tool for everyone to provide feedback to the program and reflect on learning

If you have any questions about the program and process, please feel free to get in touch by emailing Patrick Brennan at patrick.brennan@viu.ca. You may also contact Cheryl Muir at the Business Council of British Columbia at Cheryl.Muir@bcbc.com.