

Indigenous Relations - Co-op/Developmental Student

Location:

Toronto, ON, CA, M8Z 5S4

Req ID: 1169**Status:** Co-op or Developmental Student – Summer 2019**Education Level:** University or College, minimum 1st year completed**Location(s):** Etobicoke, ON**Shifts(s):** Days**Travel:** Yes - 10%**Deadline to Apply:** February 8, 2019**BE THE GENERATION** to challenge and change.

At OPG, our values are our strengths. They are fundamental truths about us that don't change. **Safety. Integrity. Excellence. People and Citizenship.** We operate a diverse portfolio of generation assets including nuclear, hydroelectric, biomass and solar, and offer challenging and unique work opportunities. **BE THE GENERATION** to power tomorrow.

JOB OVERVIEW

Ontario Power Generation (OPG) is excited to offer **one (1) student opportunity** in our **Indigenous Relations Department** in **Etobicoke, ON**. This is a **four (4) months** student placement commencing in **May 2019**.

All students applying for student positions at OPG must meet the below eligibility:

- Enrolled in full-time studies at a post-secondary institution.
- Have a minimum average of 70% cumulative GPA.
- Returning to full-time studies in the same program following the completion of the work term OR requiring the work term or co-op placement to graduate.

KEY ACCOUNTABILITIES

- Project support requiring historical research, environmental assessment research, development of community information session materials, community outreach and business unit reporting.
- Provide support for OPG's membership in organizations such as the Canadian Council for Aboriginal Business (CCAB), Ontario Council of Nuclear Industries (OCNI).
- Provide assistance for special events, e.g., National Indigenous People's Day and the John Wesley Beaver Memorial Awards process and luncheon.

EDUCATION

- Minimum completion of **1st year** at a **University or College** specializing in **Indigenous Studies, Environmental Studies, Forestry, Communications, Business, Marketing, Law or Public Policy**.

QUALIFICATIONS

Preference may be given to the candidate who has the following skills and qualifications:

- Knowledge of Indigenous history, culture/language skills as asset.
- Ability to use Microsoft Office: Word, Excel, PowerPoint.
- Good written and verbal communications skills.
- Research skills.
- Social media skills an asset.

This job will provide you with the following professional development:

- Research development.
- Report writing.
- Presentation skills.
- Event planning.
- Overall communications acumen.

The successful candidate will exhibit uncompromising integrity and commitment to upholding corporate values, and the OPG Code of Business Conduct.

WHY OPG?

As Ontario's largest clean energy generator, Ontario Power Generation (OPG) offers an exciting combination of challenging opportunities and career diversity in a work environment where safety is a fundamental value. Being an OPG employee means you can apply your knowledge, broaden your skills and make a valuable contribution to an organization that is vital to Ontario's success.

If you are looking to learn from others and be part of something important, and you are excited about the future of power generation, you will find the right fit at OPG.

Our promise to you

- We care about the safety and the well-being of our employees. It is our utmost priority.
- A supportive work environment where you can be your best every day.
- Opportunities to stretch and develop in our diverse lines of business.
- Provide spaces for innovative thinking and solutions, such as Launchpad or X-Lab.
- Offer different ways for you to give back to communities where we operate.
- We support employment equity and diversity.

APPLICATION PROCESS

Please submit your application online at <https://jobs.opg.com/> by **11:59 PM E.S.T., February 8, 2019**. **It is a mandatory requirement for students to apply online and through their school's own portal, if applicable.** In addition, students must include a copy of their **unofficial transcript** and must be **eligible to work in Canada**. OPG thanks all those who apply; however, only candidates considered for an interview will be contacted.

ACCOMMODATIONS

OPG is committed to fostering an inclusive, equitable, and accessible environment where all employees feel valued, respected, and supported. If you require accommodation during the application or interview process, please advise us as soon as possible so appropriate arrangements

can be made. If you require information in a format that is accessible to you, please contact AODA@opg.com.