



**BEAUSOLEIL FIRST NATION**  
Niigaaning Trust Office  
11 O'gemaa Miikan  
Christian Island, ON L9M 0A9

**POSTED: APRIL 9, 2025**

**EXPRESSION OF INTEREST**  
**2025 POST-SECONDARY SUMMER STUDENT EMPLOYMENT PROGRAM**

The **Beausoleil First Nation Niigaaning Trust Office** sponsors Summer Employment Placement opportunities for Beausoleil First Nation Post Secondary Students returning to full-time post-secondary studies in September 2025. This sponsorship aims to provide Beausoleil First Nation Post Secondary Students with meaningful employment experience, professional growth & development **that must be related to their field of study.**

**KEY CONSIDERATIONS:**

- Must be a member of Beausoleil First Nation
- Open to Post-Secondary Students and Grade 12 Graduates Attending Post-Secondary Studies
- Students must verify acceptance for Post-Secondary Studies for Fall 2025
- Guaranteed 35 Hours Per Week
- 12-16 Weeks of Employment
- Students may make their placement inquiries with their preferred department, agency or organization
- A contract between the sponsoring agency and Beausoleil First Nation is required All employment placements must adhere to their placement's reporting, procedures, policies and responsibilities and BFN's Administration Policies & Procedures.
- Students and employment placement hosts must complete a student evaluation upon completing the placement.

**RESPONSIBILITIES:**

- Student applicants will be required to secure their employment placement with their preferred department, agency or organization with the support of the Post-Secondary Summer Student Employment Program Coordinator.
- Liaise with the PSSEP Coordinator in preparation of job descriptions and other requirements as identified.
- All sponsored students must participate in an Employee Orientation Session(s) before starting employment placement.
- Develop a work plan for your employment placement that includes the expectations and timelines of your position.
- Students will be responsible for submitting payroll information.
- Bi-weekly payroll is administered by BFN upon punctual receipt of timesheets.
- Must sign a confidentiality form for BFN and any required employment documents of the placement host.

**Salary Range:** From \$17.75 to \$19.25 per hour

**Hours of Work: 35 hours a week**

**Direct Supervisor:** Placement Agency designate in conjunction with PSSEP Coordinator

**Functional Supervisor: Georgia Monague, Project Coordinator**

Expressions of Interest can be emailed to [summeremployment@niigaaning.ca](mailto:summeremployment@niigaaning.ca) or faxed to 705-247-2239

**Your Expression of Interest must consist of:**

COVER LETTER (GOALS & ASPIRATIONS) AND RESUME

Candidates may be required to submit a CPIC & VSS in adherence with placement requirements

**All packages must be sealed and marked:**

**“CONFIDENTIAL- EXPRESSION OF INTEREST 2025 POST SECONDARY STUDENT EMPLOYMENT”**

**ATTENTION: GEORGIA MONAGUE, PROJECT COORDINATOR**

*For inquiries, please call Georgia at 705-247-8982*