Information toolkit for Indigenous Students

Prepared by the Indigenous Centre of Expertise for the Indigenous Student Employment Opportunity

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# Introduction

We hope that this summer’s work experience will meet all your expectations! Part of having your expectations met is making sure that you communicate with your manager and team what you would like to get out of your work experience. We encourage you to have these conversations during your employment period.

We are honored that you chose to work for the federal government to gain experience and maybe even choose the public service as your permanent place of employment once you graduate. The government employs students to get their perspective, views, lived experiences, education, and cultures and we encourage you to seize opportunities to share your views from a community or student perspective.

Please take a look at the testimonials below from previous Indigenous students to find out how their contribution to their summer positions was so valuable:

* [Indigenous Student Employment Opportunity - Testimonials](https://www.gcpedia.gc.ca/wiki/Indigenous_Student_Employment_Opportunity_-_TESTIMONIALS)
* [Student to student: How to get a student job with the Government of Canada](https://www.canada.ca/en/public-service-commission/jobs/services/gc-jobs/jobs-indigenous-people/get-student-job-with-the-government-of-canada.html)
* [Video Testimonials: Indigenous Employees](https://content.ca-central-1.content-service.brightspace.com/ScormEngineInterface/defaultui/player/modern.html?configuration=ac48db9a-609b-477e-be1b-a64dce42f5be&preventRightClick=false&cc=en_US&ieCompatibilityMode=none&cache=20.1.45.914&playerConfUrl=j&postbackUrl=https%3A%2F%2Fapi.ca-central-1.content-service.brightspace.com%2Fapi%2Fac48db9a-609b-477e-be1b-a64dce42f5be%2Flaunch-info%2F9572-37120-853-b73b6f74-0c5a-4577-b0a3-fe48b3e3f036_47095-4c60b37a-40b6-4cb6-a96b-7519d18654ea%2Fclose%3Ftoken%3DeyJhbGciOiJIUzI1NiIsInR5cCI6IkpXVCJ9.eyJyb2xlcyI6WyJTY29ybUVuZ2luZVBsYXllciJdLCJjb250ZXh0IjoiOTU3MiIsImxhdW5jaEluZm8iOiI5NTcyLTM3MTIwLTg1My1iNzNiNmY3NC0wYzVhLTQ1NzctYjBhMy1mZTQ4YjNlM2YwMzZfNDcwOTUtNGM2MGIzN2EtNDBiNi00Y2I2LWE5NmItNzUxOWQxODY1NGVhIiwiaWF0IjoxNjg1OTcyODgwLCJleHAiOjE2ODYwMDE2ODAsImF1ZCI6ImFjNDhkYjlhLTYwOWItNDc3ZS1iZTFiLWE2NGRjZTQyZjViZSJ9.1DGFgHhJk7iBe6c3qqCsxIzmA1Gyv6enUb2ZFTNUTow&jwt=eyJ0eXAiOiJKV1QiLCJhbGciOiJIUzI1NiJ9.eyJwYWNrYWdlIjoiQXBpQ291cnNlSWR8N2I0ZmFhZjctOTI4MC00ZGYzLWE0ZGUtNTU4ZmViOGVhYzY5LjRjNjBiMzdhLTQwYjYtNGNiNi1hOTZiLTc1MTlkMTg2NTRlYSFWZXJzaW9uSWR8MCIsImNvbmZpZ3VyYXRpb24iOiJhYzQ4ZGI5YS02MDliLTQ3N2UtYmUxYi1hNjRkY2U0MmY1YmUiLCJyZWdpc3RyYXRpb24iOiJBcGlSZWdpc3RyYXRpb25JZHw5NTcyLTM3MTIwLTg1My1iNzNiNmY3NC0wYzVhLTQ1NzctYjBhMy1mZTQ4YjNlM2YwMzZfNDcwOTUtNGM2MGIzN2EtNDBiNi00Y2I2LWE5NmItNzUxOWQxODY1NGVhIUluc3RhbmNlSWR8MCIsImV4cCI6MTY4NTk3MzE4MH0.M-zWSV7USkLaLAXX2HbBLCD55vE2rZmG2DUZhLCUTzg&tracking=true&forceReview=false)

This document is meant to offer advice and provide tools tailored to Indigenous students’ situation to enrich your work experience. You will find a lot of helpful resources to help you get situated from the [GC Students resources](https://wiki.gccollab.ca/GCStudents_-_%C3%89tudiantsGC/English/Resources) page. This guide is meant to compliment these resources.

Please note that some resources are available in English only or only accessible from a government network.

## Networks

**Join a group to find peers like you!**

Employee resource groups or networks provide support, enhance career development, contribute to personal development in the work environment and develop a sense of belonging. Join young professionals and other networks that relate to your areas of interest. It offers a chance to network, develop leadership skills, and grow your career. Ask your manager about the student networks and others that are keys within your organization or region.

Some of the groups that you might want to consider joining are as follows:

* [Federal Youth Network](https://wiki.gccollab.ca/Federal_Youth_Network/Home)
* [GC Students](https://wiki.gccollab.ca/GCStudents_-_%C3%89tudiantsGC)
* [Indigenous Federal Employee Network](https://gcconnex.gc.ca/groups/profile/28747184/indigenous-federal-employee-network-ifen?language=en)
* [GC Diversity Networks](https://wiki.gccollab.ca/GC_Diversity_Networks_-_R%C3%A9seaux_de_la-diversit%C3%A9-du_GC#GC_Diversity_Networks_-_R.C3.A9seaux_de_la-diversit.C3.A9-du_GC)

## Learning and development

**Seize opportunities to grow your skills!**

Attending professional development courses will increase your expertise in your field and, as a result, build confidence in the work you do. Browse the resources below and be sure to add some of these activities to your learning plan:

* [Canada School of Public Service Indigenous Learning Series](https://www.csps-efpc.gc.ca/ils-eng.aspx)
* [Canada School of Public Service Learning path for students](https://www.csps-efpc.gc.ca/mngr/students-eng.aspx)
* [Federal Youth Network Virtual Learning Series](https://wiki.gccollab.ca/FYN_Virtual_Learning_Series)
* [GC Students events](https://wiki.gccollab.ca/GCStudents_-_%C3%89tudiantsGC/Events_-_%C3%89v%C3%A9nements).

## Culture

**Maintain your identity by receiving spiritual guidance.**

A recognition of the importance of Indigenous identity and relationships in the workplace are crucial to a positive Indigenous employee’s experience in the workplace. Share with your manager your needs to participate in community or cultural events. You will find below a list of events you might wish to partake in:

* [Iskotew Lodge](mailto:iskotew@sac-isc.gc.ca)
  + This healing and wellness lodge provides an opportunity for Indigenous and non-Indigenous employees to gain a greater appreciation and understanding of traditional Indigenous cultures and practices. All employees are welcome to attend teachings sessions and to make appointments with visiting Elders for individual sessions to receive spiritual guidance.
* [Kumik Elder Lodge](https://rcaanc-cirnac.gc.ca/eng/1100100013748/1594319789915)
  + The Kiche Anishnabe Kumik is a Lodge where federal employees in the National Capital Region can learn directly from Indigenous Elders through teachings, guidance, and advice. Employees from every region can join virtually.
* [Circle of Nations](mailto:circleofnations-cercledesnations@nrcan-rncan.gc.ca)
  + The Circle of Nations host Indigenous cultural teachings, ceremonies, workshops, intergovernmental fora, Indigenous history, events and more. Teachings are accessible online through the Zoom platform every Wednesday at noon hour. Email the Circle to receive the invitations.

## Wellness

**Self-care and awareness can help build a strong sense of self.**

When extra support is needed, these resources can help:

* [Mental Health and Wellness](https://www.sac-isc.gc.ca/eng/1576089278958/1576089333975)
  + The Hope for Wellness Help Line offers immediate help to all Indigenous peoples across Canada. If you’re experiencing emotional distress and want to talk, contact the toll-free [Hope for Wellness Help Line](https://www.sac-isc.gc.ca/eng/1576089519527/1576089566478) at 1-855-242-3310 or the online chat at [hopeforwellness.ca](https://www.hopeforwellness.ca/) open 24/7.
* [Employee Assistance Program (EAP)](https://www.canada.ca/en/health-canada/services/environmental-workplace-health/occupational-health-safety/employee-assistance-services/employee-assistance-program.html)
  + The EAP is available to you and your immediate family members 24 hours a day, 7 days a week whether you are in distress, or need some mental health support.
* [Centre of Expertise on Mental Health in the Workplace](https://www.canada.ca/en/government/publicservice/wellness-inclusion-diversity-public-service/health-wellness-public-servants/mental-health-workplace.html)
  + Resources, tools and services to help employees maintain their mental health.
* [Workplace Strategies for Mental Health](https://www.workplacestrategiesformentalhealth.com/topic/Resources-for-employees)
  + Resources to support well-being for employees and their families.
* [Holistic well-being](https://intranet.canada.ca/cdl-dca/cpie-ccea/hwb-beh-eng.asp) 
  + Spiritual wellness, cultural guidance and physical tools for Indigenous employees’ workplace wellness.

## Career support and job opportunities

**Seek out opportunities to learn and grow your skills.**

Make sure your manager is aware of the ISEO activities planned as you will learn so much during these events and it will surely enrich your work term. You will also have the opportunity to meet Indigenous employees and leaders and possibility find a mentorship opportunity with one of them. Additionally, you could ask your manager to help you find a mentor that could answer questions about your career and professional development. Be sure to identify your professional goals, aspirations, and areas you’d like to improve. Some of the following resources available are:

* [Employment tips and tricks](https://wiki.gccollab.ca/GCStudents_-_%C3%89tudiantsGC/English/Employment)
* [Career pathways for Indigenous employees](https://intranet.canada.ca/cdl-dca/cpie-ccea/index-eng.asp)
* Bridging opportunities:
  + [Employment and Social Development Canada Inventory for Students and New Graduates](https://forms.office.com/pages/responsepage.aspx?id=RljVnoGKRkKs2LGgGr_A0WWLnefFLTpPoucu0XMJzHtUOFFXUDlET0dITkNPNzRaWU5KNDEzNEhLVS4u)
  + [Natural Resources Canada's Student Re-Hire and Bridging Inventory](https://nrcan-rncan.hiringplatform.ca/23600-natural-resources-canada-s-student-and-graduate-bridging-inventory/74069-resume-gathering/en)
* [Government of Canada jobs for Indigenous Peoples](https://www.canada.ca/en/public-service-commission/jobs/services/gc-jobs/jobs-indigenous-people.html)
* [Indigenous Career Pathways](https://www.gcpedia.gc.ca/wiki/Indigenous_Career_Pathways_%E2%80%93_Inventory_of_Indigenous_Applicants)
* [Indigenous Student Employment Opportunity - Mentorship program](https://www.gcpedia.gc.ca/wiki/Indigenous_Student_Employment_Opportunity_-_MENTORSHIP)
* [Knowledge Circle for Indigenous Inclusion](https://www.gcpedia.gc.ca/wiki/KCII).

## Government priorities

**Indigenous employees and their perspectives are valued in the workplace.**

The federal government needs to be representative of the people it serves in order to develop programs and policies that meet the needs of Canadians. Your voice is important and is needed in order for us to better serve communities. The list below includes initiatives for Indigenous awareness and the reconciliation agenda with Indigenous people.

* [Call to Action on Anti-Racism, Equity, and Inclusion in the Federal Public Service](https://www.canada.ca/en/privy-council/corporate/about-call-action.html)
* [Many Voices One Mind: a Pathway to Reconciliation](https://www.canada.ca/en/government/publicservice/wellness-inclusion-diversity-public-service/diversity-inclusion-public-service/knowledge-circle/many-voices.html)
* [Truth and Reconciliation Commission of Canada: Calls to Action](https://www.rcaanc-cirnac.gc.ca/eng/1450124405592/1529106060525)
* [Deputy Minister Champion for Indigenous Federal Employees](https://www.canada.ca/en/government/publicservice/wellness-inclusion-diversity-public-service/diversity-inclusion-public-service/knowledge-circle/deputy-minister-champion-indigenous-federal-employees.html).

If you have questions or need support, please contact the Indigenous Centre of Expertise at [cea.cfp-icoe.psc@cfp-psc.gc.ca](mailto:cea.cfp-icoe.psc@cfp-psc.gc.ca).