# Intake form – Indigenous Career Pathways

## Purpose

You have indicated an interest in being added to [the Indigenous Career Pathways](https://www.gcpedia.gc.ca/wiki/Indigenous_Career_Pathways_%E2%80%93_List_of_Available_Indigenous_Talents) (ICP), a tool that matches Indigenous talents with hiring managers in the federal public service across Turtle Island, also known as Canada. The Public Service Commission’s Indigenous Centre of Expertise manages the ICP and promotes available candidates to hiring organizations all year long. Indigenous job seekers interested in being added can fill out this intake form to provide the PSC with the necessary information for a profile to be created and added to the list of available candidates. Periodic updates are conducted by the PSC during the year, to validate the talents’ continued availability.

## Eligibility

The Indigenous Career Pathways accepts Indigenous job seekers that are:

* new Indigenous graduates who have previously been employed as students in the federal public service and are eligible for bridging
* Indigenous employees who have been found qualified in a pool in any federal organization (**with supporting evidence- email from department that conducted the process saying you have been found qualified**).

## Instructions

1. Please complete the form in the next section, to the best of your ability.
2. Return the completed form by email to [cfp.cea-icoe.psc@cfp-psc.gc.ca](mailto:cfp.cea-icoe.psc@cfp-psc.gc.ca).
3. Ask any questions you have by email to the Indigenous Centre of Expertise at the email address above.

## Form

1. **Select the category you belong to:**

New Indigenous graduate eligible for the bridging mechanism (must have previous student employment experience in the government of Canada)

Indigenous employee or candidate found qualified in one or multiple pools following a selection process (must provide evidence of pool qualification)

1. **Name:**
2. **E-mail Address (include more than one if available):**
3. **Highest level of education obtained and completed (select one):**

Bachelor's

CEGEP

College

Doctorate

Graduate diploma

High school

Master's

Professional certification

Other: please specify:

1. **Field of study:**
2. **Location of residence (city and province):**
3. **Graduation date\* (MM/YYYY):**

\*Only required for new graduates who have previously been employed as students in the federal public service and eligible for bridging.

1. **Date available to work (YYYY/MM/DD):**
2. **Availability:**

Full time

part-time

1. **Current level of security if available (select one):**

Reliability Status

Confidential

Secret Clearance

Top secret

None

1. **Work location preference (select all that apply):**

Alberta

British Columbia

Manitoba

National Capital Region (Ottawa-Gatineau)

New Brunswick

Newfoundland and Labrador

Northwest Territories

Nova Scotia

Nunavut

Ontario

Prince Edward Island

Quebec

Saskatchewan

Yukon

1. **Work arrangement preference:**

Full time telework

Part time telework

1. **Languages (**select all that apply**):**

Interest in French positions

Interest in English positions

Interest in bilingual positions (French and English)

1. **Proficiency in French, English, and other languages:**

French

* Advanced
* Intermediate
* Beginner

English

* Advanced
* Intermediate
* Beginner

Other languages used (include Indigenous languages if applicable):

1. **Skills and/or experiences. Please note, these options refer to competencies you have gained through either education, work, volunteering experience, training, apprenticeship, and internship.**

**Select all that apply and add any that are not included in the following list:**

Human Resources

Administrative tasks

Communications

Strategic Thinking

Research

Analysis and production of statistics, application/ file analysis, or use of evidence

Coordination of files, events, or project management

Personnel Management, leadership, or personnel Supervision

Engineering

Social Sciences (psychology, sociology, anthropology, or political science)

Health sciences (physical or psychological)

Translation

Law

Programming, information technology, or technological Innovation

Finance or Accounting

Marketing

Intercultural Experience

Indigenous studies

International Business

Other: please specify:

1. **Link to your** [**LinkedIn**](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.linkedin.com%2Fsignup%2Fcold-join%3Ftrk%3Dguest_homepage-basic_nav-header-join&data=05%7C01%7Ccfp.cea-icoe.psc%40cfp-psc.gc.ca%7Cf67b6a5fe47949a3fc9c08db5d3eb4d5%7C961b30aad4394bc7b6749c4a389b0be3%7C0%7C0%7C638206296131479787%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=jVmXCKhKy52vspvlaPvd1H0%2BTnrW17%2BwDDDxyUPv%2F5o%3D&reserved=0) **Profile : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Provide a brief “elevator pitch” (8-10 lines max or about 150 words) for your profile that will help hiring managers see your talents so you can be referred to the most suitable opportunities. Instead of writing your name, use this candidate or this person. Visit this** [**page**](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.seek.com.au%2Fcareer-advice%2Farticle%2F6-examples-of-amazing-elevator-pitches%23&data=05%7C01%7Cnatasha.agnew%40cfp-psc.gc.ca%7C4dfc318d47ad4eb1578d08dba8fdbdde%7C961b30aad4394bc7b6749c4a389b0be3%7C0%7C0%7C638289579993986359%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=qkqOJ4KDuvJ5E7tp30N97q9MapK9JnHmijo7EHRTldE%3D&reserved=0) **to guide you or refer to the below example from a fellow ICP candidate for inspiration.**

* Example from a fellow ICP candidate:
  + “The candidate's goal is to contribute meaningfully to the parks and recreation and/or tourism sectors while developing skills and competencies that support a long-term career in either sector. This graduate is interested in roles that will help build on the skills acquired in event planning, resource development and wellness promotion. This candidate is keen on roles that involves planning and design of engaging tourism, recreation, and parks spaces. Sharing a laugh with others, collaborating with like-minded professionals, and being surrounding with people who challenge the personal and professional growth is a motivating factor for this person”.

Please remember: the ICP is for Indigenous graduates eligible for bridging or for Indigenous candidates found qualified in pools. If you are signing up to the latter, you must include evidence of your placement in a pool.

Thank you! Meegwetch!