



#CC Students! Paid Work-Integrated Learning Opportunity.

This Summer 2021 semester the International Centre for Student Success at Student Services will be piloting a **paid externship** program for CC students.

For this program, we are looking for students to take on project work with local *non-profit* and *community benefit organizations*. Students who are placed with local organizations will be paid a salary of up to \$3500 for their work during a 14-week placement in the Summer2021 semester.

**This program is only available to current Columbia College students living in the Lower Mainland area*

Program Description:

Targeted to current students at Columbia College with aspirations to connect with local community based organizations or gain work experience in the non-profit sector.

The program provides **paid externships** for students to provide administrative services and project support to community organizations or non-profits that have been adversely affected by the COVID-19 pandemic.

Externships are short term work experience opportunities where students get exposure to a role or a field that is of interest to them, which can be completed while they continue their studies. Placements are for 14 weeks during the Summer semester, with maximum workloads of 15 hours per week. The work schedule, and tasks, will be confirmed with each local organization.

Students will receive support from Career Services at Columbia College over the term of the placement. Applicants must meet all of the eligibility requirements below.

Student Eligibility

- Must be a current Columbia College student and will be enrolled for the Summer 2021 semester
- Eligible to work in Canada and must have a valid Social Insurance Number
- Living in the Greater Vancouver area for Summer 2021
- Good academic standing; not on Academic Probation
- Must have completed at least 24 credits as well as ENG 100
- Proficiency with Microsoft Office is considered an asset
- Previous experience working or volunteering with non-profit organizations is considered an asset
- Must be eligible to complete and submit a Criminal Record Check



Key Dates

- **Information Session: March 11th**
- **Application Deadline: March 19th**
- **Initial Screening Interview: March 29th- April 2nd**
- **Organization Interviews with successful students: April 19th – 30th**
- **Externship Placements: May - August 2021**

**Info session will be recorded and made available to students who are unable to attend at this time*

Participating Organizations

Non-profit and community benefit organizations with a base of operations in Metro Vancouver, in the following sectors:

- Social Services
- Health
- Culture and Recreation
- Law, advocacy and politics
- International Development

To Apply:

Submit your resume AND cover letter to Career Advisor, Linus Leow, at lleow@columbiacollege.ca

- Deadline to apply is March 19th at 11:59pm
- Cover letter should include reasons as to why you are looking to get experience with local, community based, non-profit organizations