

URBAN CIRCLE TRAINING CENTRE

****EMPLOYMENT OPPORTUNITY ****

Apprenticeship Support / Community Engagement

Closing Date: March 21, 2025



CRITERIA:

- Knowledge of apprenticeship programs and an understanding of Red Seal certification requirements.
- Strong relationship-building skills and experience working with Indigenous communities and employers.
- Excellent communication, presentation, organizational, and problem-solving skills.
- Ability to work independently and collaboratively in a team environment.
- Must have a valid Manitoba Drivers license and submit a Drivers Abstract

KEY RESPONSIBILITIES:

- Participate in Life Skills & Cultural Delivery
- To offer surround supports to students
- Work with funders for cost of living, tuitions, work placement costs, etc.
- Works with Instructors and Teachers to offer extra support personally and in classroom
- Recruit and assist with Program Intakes
- Forwards hours for the Subsidized Wage Top Ups
- Works directly with Executive Director
- Other duties as assigned by the Executive Director

**APPLY
NOW!**

**Please forward Cover Letter, Resume and
2 References by email to:**

Haven Stumpf, Executive Director

hstumpf@urbancircle-inc.com