

Indigenous Intern Leadership Program (IILP)

Frequently Asked Questions for both Employers and Potential Interns

What are the qualifications to participate in the Indigenous Intern Leadership Program (IILP)?

Employers must be willing to meet the following program requirements:

- Offer a two year employment position for an IILP participant
- Participate in online surveys and be available for check-ins by phone or email at: Six months, 1 year, 1.5 years, 2 years
- Register as an IILP employer with Vancouver Island University
- Post Intern employment opportunities on the IILP job posting board
- Once per year participate for a day to connect and learn from First Nation Leaders and CEOs about business, governance, leadership and reconciliation.

To be eligible to apply for an internship through this initiative, internship candidates must:

- Be 35 years or younger at the start of employment
- Graduated / graduating from a trades / technical program, diploma, degree or higher level of education program from a recognized post-secondary institution
- Self-identify as Indigenous
- Be a BC resident
- Hold a valid Social Insurance Number and be able to work for a period of two years

As a recent Indigenous Graduate, how do I apply for the program?

Contact the Career Services department at your University to discuss your eligibility and to obtain assistance with job application documents. Once you are prepared to begin your employment search, email Patrick.Brennan@viu.ca to advise him that you are ready to get involved in the program. Patrick will provide you with the information needed to proceed to the next steps in program application.

Please be aware that during the program application process you may be asked to share the following documents:

- Unofficial transcript
- Cover letter
- Resume
- References
- Confirmation of graduation

As an employer looking to hire an Indigenous Intern, how do I participate?

Please contact Patrick Brennan, Special Advisor to the President, Vancouver Island University at: patrick.brennan@viu.ca to discuss your organization and internship opportunity eligibility. Patrick will provide you with the information required to complete the program application process and instructions on how to post your employment opportunities for participating graduates.

How is the program administered and supported?

As the project sponsor, Vancouver Island University will be the administrator and primary point of contact for both internship candidates and employers.

Through the working group formed and chaired by Vancouver Island University with post-secondary institutions in British Columbia, quarterly conference calls will be held and the group will be used as the platform through which intern positions and other updates on the program are shared.

Vancouver Island University will also work closely with the Business Council of British Columbia and the British Columbia Assembly of First Nations to promote the program and identify new intern positions.

Patrick Brennan at Vancouver Island University will be available and provide ongoing support to interns, employers, members of BCBC and BCAFN, and can be reached at: patrick.brennan@viu.ca.

Expectations of interns

- Work with their university to prepare application documents
- Register an IILP internship candidate account in CareerVIU
- Review internship opportunities and follow application instructions
- Commit to a two year employment placement
- Fulfill all job requirements as agreed to with their employer
- Be responsible for transportation to and from work and their personal daily accommodations and expenses
- Participate in online surveys and be available for check-ins by phone or email at: Six months, 1 year, 1.5 years, 2 years
- Once per year participate for a day to connect and learn from First Nation Leaders and CEOs about business, governance, leadership and reconciliation.

Expectations of employers

- Offer a two year employment position for an IILP participant and be responsible for all aspects of the internship beginning from the time of hiring, including provision of salary and compensation
- Ensure that the intern gains valuable sectoral and business experience to the benefit of the intern
- Participate in online surveys and be available for check-ins by phone or email at: Six months, 1 year, 1.5 years, 2 years
- Once per year participate for a day to connect and learn from First Nation Leaders and CEOs about business, governance, leadership and reconciliation.

Vancouver Island University is available to provide support and guidance to both the employer as necessary.

What types of companies are participating in this program?

Interest in participating in this initiative has been expressed to the Business Council of BC by leading organizations across the BC economy from all sectors including finance, technology, manufacturing, forestry, education, healthcare, energy, engineering, mining and professional services.

Is there potential for the job to move around the province?

The location of the job is at the employers' discretion, however the location and potential for long term geographical movement (beyond acceptable business travel at the employer's expense) must be referenced in the original placement posting.

Are there other events or opportunities through the program?

Once per year participating employers and interns will assemble for a day to connect and learn from First Nation Leaders and CEOs about business, governance, leadership and reconciliation. This will contribute to the interns' professional development experience and build an expanded network of young Indigenous business leaders. It will also be a valuable tool for everyone to provide feedback to the program and reflect on learning