**Indigenous Employability Skills Certificate**

The Indigenous Employability Certificate will be offered at UNB through a partnership between The Career Development and Employment Centre, Mi’kmaq-Wolastoqey Centre, and UNBSJ Student Services.

The goal of the Indigenous Employability Certificate, is for all Indigenous Students at UNB to leave campus self-sufficient in Career Decision Making, Job Search, and Employment Maintenance. The workshops in this certificate will be designed to meet this criteria and give students the 8 core competencies that are considered essential to employers and ensuring that the delivery of these workshops meet the markers of best practice for working with Indigenous Learners as laid out by FIMSEP. The Core Competencies for Employment Readiness that will be gained through participation in this program is Career Management, Leadership, Oral and Written Communication, Digital Technology, Critical Thinking, Professionalism/Work Ethic, Team Work/Collaboration, and Intercultural/Global Fluency. To Allow for Flexibility and Inclusion of all indigenous learners at UNB, the certificate will be given upon completion of all of the workshops which will run on an ongoing basis so that participation in the workshops and timeline for completion are in control of our Indigenous Learners.

**Career Decision Making:**

Career Planning (Critical Thinking/Problem Solving, Leadership, Career Management)

**Job Search:**

Interview Skills (Oral and Written Communication, Professionalism/Work Ethic, Career Management)

Resume and Cover Letter (Oral and Written Communication, Critical Thinking, Digital Technology, Career Management)

Networking and Social Media (Digital Technology, Professionalism/Work Ethic, Intercultural/Global Fluency)

**Employment Maintenance:**

Personalities in the Workplace (Team Work/Collaboration, Leadership, Intercultural/Global Fluency)

Occupational Wellness (Team Work, Professionalism, Critical Thinking, Leadership)

Workplace Etiquette (Professionalism/Work Ethic, Career Management)

**Location:** UNB Fredericton Campus, UNB Saint John Campus

**Website:** [UNBF Career Development and Employment Centre](http://www.facebook.com/pages/UNB-Student-Employment-Service/157536090960160)

**Social Media:** <https://twitter.com/UNB_StudentJobs>

 [UNBF Career Development and Employment Centre](http://www.facebook.com/pages/UNB-Student-Employment-Service/157536090960160)

**Contact:**

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**Community:** Urban

**Scope of Project:** Provincial

**Target Students:** All First Nation, Metis, and Inuit Students at both UNB campuses.

**Essential Skills Addressed in this Project:**

Reading Text

Document Use

Writing

Oral Communications

Working with Others

Thinking Skills

Computer Use

Continuous Learning

Project Components

What are the components of the initiative?

How are the Essential Skills integrated into your initiative?

**Career Decision Making:**

Career Planning: Thinking Skills, Oral Communication

**Job Search:**

Interview Skills: Oral Communication, thinking skills, working with others

Resume and Cover Letter: Oral Communication, thinking skills, working with others, computer use

Networking and Social Media: Oral Communication, Thinking Skills, Computer Use

**Employment Maintenance:**

Personalities in the Workplace: Working with Others

Occupational Wellness: Working with others, Thinking Skills, Continuous Learning

Workplace Etiquette: Working with others, Thinking Skills, Continuous Learning

**How was Indigenous culture integrated into the program**

**content or delivery?**

The program, is still in the development stage, the name of the program will be changed to a name from one of the traditional languages of the Wabanaki people. We will also be incorporating culturally specific work with our Indigenous Wellness Coordinator at UNB into the Occupational Wellness Workshop.

**What do you think are the most important competencies**

**and attributes for staff involved in this initiative to have?**

The most important attributes for staff are that they are Indigenous or have significant experience working in the employment industry with indigenous learners, have a BA or MA, are certified career development professionals and can speak or are willing to learn to speak a Wabanaki language.