



Canadian Multifaith Federation

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Multiculturalism Project Officer, Summer Position

About the Organization

The Canadian Multifaith Federation (CMF) is a not-for-profit charitable organization representing a wide range of faith groups. CMF facilitates adequate and appropriate spiritual care and accommodation of religious rights in institutions & community-based agencies and programs.

Position Summary

Canadian Multifaith Federation (CMF) is looking to fill two summer positions to develop products, from those who are students or graduates, in social science or humanities of a Canadian university or College. Each student will be assigned a separate project or work collaboratively in a team.

Status

- Temporary - 2 Positions
- Deadline for applications: May 30, 2022 (tentative)
- Position start date: July 4, 2022
- Hours of work: 35 hours per week
- Duration: 8 weeks

Objective

- Provide quality work experiences for youth
- Respond to national and local priorities for youth who face unique barriers
- Encourage youth in order to explore self, in a team environment
- Provide opportunities for youth to develop and improve their career goals

What We're Looking For

- Must have exposure in developing a business product
- Strong analytical and problem-solving skills in product development
- Exposure to a product management role and/or writing product specifications is helpful
- Demonstrated capacity for developing and understanding strategy

Qualifications

- Students or graduates, in social science or humanities of a Canadian university
- experience in a project management
- exposure to writing a white paper
- Experience with cold calling potential customers & clients
- customer service to gather data for product improvements

Responsibilities

- Identify the gaps in the existing products for the clients and government services
- Conduct research related to quality of the product and its impact on customer satisfaction
- Contact the potential people or faith-groups for the identified goals
- Collect required data from the selected organizations, and populate in required format
- Create survey tools and conduct survey using web-based resources
- Systematically capture data from responses and generate the required output



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- Summarize the activities and prepare bi-weekly written reports
- Submit weekly time sheets with indicators of accomplishments

Benefits

- Participants learn new transferable skills, such as team work, time management communication, motivation, and attention to detail
- CMF leadership will participate in this project and meets its civic responsibility

Eligibility

- Be between 15 and 30 years of age at the start of the employment
- Are completing or completed a university program
- Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment
- have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations

NOTE: Foreign students are not eligible. **International students are not eligible participants. International students include anyone who is temporarily in Canada for studies and who is not a Canadian citizen, permanent resident, or person who has been granted refugee status in Canada. Youth awaiting a refugee status ruling, as well as those who hold a temporary visitor visa, youth visa or work visa are ineligible. As the objective of the Canada Summer Jobs program is to support youth entering the Canadian labour market, the temporary nature of an international student's time in Canada does not allow for a long-term connection to the labour market.

Experience

At least three (3) months experience in business-related research challenges &/or research developing a white paper on the business prospects and book design.

Send Applications (with cover letter and resume to):

Hiring Committee, Canadian Multifaith Federation,
3570 Victoria Park Avenue, Suite 207,
Toronto, Ontario M2H 3S2;
Fax: 416-422-4359 E-mail: cmfsrc@cmfsrc.ca

Successful candidates, as a condition of job offer, would be required to provide three professional references and a police clearance certificate, prior to commencing this work.

Thank you in advance for your interest. Only those candidates selected for interviews will be contacted.