

# Post-Secondary Representative of the PCMNO

## Summary of Position:

The Post-Secondary Representative focuses on the benefits of post-secondary education. The Post-Secondary Representative acts as an ambassador and/or advocate for students and ensures that their voice is considered and heard within the Métis Nation of Ontario. Provides information and assistance to support youth-citizens to enroll in and complete post-secondary education. The Post-Secondary Representative is elected and is a full voting member of the PCMNO.

This role requires a minimal time commitment, and can be balanced with post-secondary studies, or full-time or contract other employment.

## Key Events:

1. Annual General Assembly
2. PCMNO meetings, approximately 6-8 times per year
3. Other government youth conferences and assemblies as required
4. Other meetings as required, approximately 6-12 times per year

## Key Duties & Responsibilities:

1. Highlights issues pertaining to post-secondary students at PCMNO meetings.
2. Provides guidance on matters related to Métis post-secondary students.
3. Reviews documents, briefs and reports submitted by the Secretariat, in order to maintain an active, involved, and informed role on PCMNO.
4. Acts as a liaison between Provincial and local governing bodies on matters specific to post-secondary education and provides information concerning post-secondary student-related activities and issues.
5. Reviews documents, briefs and reports submitted by the Secretariat.
6. Participates actively on the PCMNO, and on other Committees of the MNO, highlighting issues pertaining to post-secondary students.
7. Works to foster an environment within the PCMNO and the MNO that promotes thoughtful and respectful discussion and exchange of ideas as well welcoming the participation and expression of all MNO Citizens.
8. As a voting member of the PCMNO (if over the age of 18)<sup>1</sup> provides direction and takes responsibility for ensuring that direction is carried out within the financial means of the Métis Nation of Ontario.
9. Contributes to creating a positive and productive relationship with other PCMNO elected members, as well as Community Councils, and Citizens.
10. Personifies the values of the MNO, and acts in accordance with the Statement of Prime Purpose.

---

<sup>1</sup> The Post Secondary Representative on the PCMNO may only vote at PCMNO meetings if over the age of eighteen (18) years, as noted in MNO Policy #2016-001 Policy on Elected Youth and Post Secondary Representatives.

11. Adheres to and upholds the MNO Code of Conduct and acts a role model for others.
12. Accountable for the performance of other duties, functions, or tasks as may from time to time be directed or set out by the PCMNO, Chair, or President.

**To be successful in this role you must:**

- Meet the requirements for MNO Citizenship as per the MNO Bylaws, and be in good standing
- Be a resident of Ontario and normally reside in Ontario
- Be enrolled in a post-secondary education program
- Have knowledge of Métis culture, history and way of life
- Have knowledge of Métis and/or Indigenous policy issues in Ontario and demonstrated ability to quickly acquire and expand knowledge of Métis-specific matters
- Have knowledge of MNO Bylaws and related MNO governance documents
- Have a strong desire to act in the service of Métis Citizens, to advance and uphold Métis rights and culture
- Have experience working with Citizens in a community setting
- Have the ability to work flexible hours, be responsive at all times, and be able to travel

**It will be helpful to have:**

- Experience working with local youth or post-secondary students in a community setting
- Experience in developing initiatives to support post-secondary students in local communities
- Experience in conducting needs analysis and advocating for solutions
- A strong understanding of Métis federal and provincial governments, and governance processes and protocols
- Strong problem solving, communication, and relationship building skills, and ability to promote unity and nation building
- A high degree of digital literacy (using standard office technology) and comfortable and adaptable to learning new technology
- Demonstrated ability to adhere to MNO Policies and Procedures and MNO's Financial Policies and Procedures and to uphold MNO's Standards of Professional Conduct
- Demonstrated ability to work collaboratively in a fast-paced, multi-issue environment, serving a wide range of varied internal and external interests
- Demonstrated experience working in partnership with various stakeholders to build capacity and serve community needs
- Demonstrated experience building consensus and making decisions on complex and challenging issues and problems
- Skill and experience speaking to a variety of audiences
- The ability to pass a background check, including a *Vulnerable Sector Verification*, depending on the work being done