

## **Open to the Public**

### **(10) Winter Student Part Time Employment Opportunities**

**Innovation PEI  
Location: Charlottetown**

#### **Winter Student Case Team Part-Time Term – Approximately 13 Weeks Commencing January 2021**

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Post-secondary students in this position will work in a virtual team of five students to review issues or concerns brought forward by government departments and agencies, businesses and non-profit organizations. Students will gain valuable and practical knowledge through the use of case-based learning. Through this program, students will work collaboratively to gain valuable skills and practical knowledge.

**Duties include:**

- Work collaboratively within a virtual team of five (5) post-secondary students;
- Identify and help articulate the client's needs;
- Research best practices and industry trends;
- Collect information about the client's business through a variety of methods;
- Critically analyze the organization and the problem;
- Formulate recommendations and solutions with attention to the client's needs, capabilities and limitations;
- Present findings and solutions to clients in a professional report and oral presentation;
- Meet regularly with the Case Team Coordinator;
- Meet and communicate with clients as needed;
- Attend regular professional development events; and
- Other related duties as required.

**Minimum Qualifications:**

- Must have attended a post-secondary institution full-time or part-time in the current year. Candidates will be sought from all disciplines and levels of post-secondary study.
- Communication and collaboration skills are a must to work hand-in-hand with fellow team members, Case Team Coordinators and clients.
- Ability to work both independently and as part of a team.
- Strong computer skills including: virtual meeting software, spreadsheet, presentation and word processing.
- Ability to speak, read and write in English.

**Salary Range:** \$16.40/hr + 12% (Level 6 Step 1) IPEI Pay Scale  
**Bi-Weekly Hours:** 20 hours bi-weekly  
**Posting ID:** 2020-03 (IPEI)  
**Closing Date:** **November 24, 2020 @ 5:00pm**

**If interested in applying, please submit a resume using the following link:**

<https://www.princeedwardisland.ca/en/service/apply-pei-government-case-team-program>