

Tk'emlúps te Secwépemc



Youth Employment Application Form

With your application you are required to submit all attached documents

(i.e., copy of status card, and any other supporting documents).

Please read the entire package before applying for complete instructions.

APPLICATION FORM

1. Be sure to read the application carefully, answer each question (please **print** your answers) and sign this Application Form.

2. All applicants must complete this Application Form fully & completely.

3. All applications must be forwarded directly to:

Kacey Seymour
Tk'emlúps te Secwépemc Education
Department #201-355 Yellowhead Hwy.
Kamloops, BC
V2H 1H1

4. If you have any questions, please contact:

a. Kacey Seymour, Knúcwmen's re Tutwíwt (*Youth Coordinator*)

☎ 778-765-5050 or ✉ kacey.seymour@ttes.ca

b. Dessa Gottfriedson, Education Department Manager

☎ 250-314-1505 or ✉ dessa.gottfriedson@ttes.ca

Please ensure that you have enclosed the following, as only complete application packages will be considered for job placements.

- ☐ Complete & Signed Application Form, all sections
- ☐ Copy of Status Card



Tk'emlúps te Secwépemc EDUCATION DEPARTMENT

Skills Link Youth Employment Package

The Skills Link Youth Employment Program (SkLYEP) offered here at Tk'emlúps te Secwépemc (TteS) is a training and employment program designed to open the world of higher education for Tk'emlúps te Secwépemc Youth while also encouraging creativity and cultural celebration. This SkLYEP encourages knowledge acquisition and sharing through experiences which are guided by the principles of respect, reliability, and responsibility. We will host various training programs and place Youth in imperative TteS positions throughout the Organization so they may be mentored in the development of excellent employee and educational ethics based in Secwépemc epistemology.

Our goal is to assist TteS Youth in developing confidence and constructing culturally celebratory career pathways so that they may become self sufficient, valuable, contributing members to their family, community, and our nation as a whole, while remaining true to their life goals, dreams and aspirations. As Knúcwmen re Tutwíwt (*Youth Coordinator*), I will place students in various jobs that spur interest in the respective field while implementing training and certification opportunities that relate best to the employment and education interests of Tk'emlúps te Secwépemc Youth. Various training programs will be hosted throughout the program. Elders, community, and cultural leaders are welcomed to participate when warranted.

If you are ready to learn and work alongside fellow Tk'emlúps te Secwépemc (TteS Member) Youth, then fill out the application form included in this package and return it to the education department. Please make sure to do the following:

1. Carefully follow all instructions and checklists diligently to ensure consideration for this unique opportunity..
2. All questions **must** be answered from one's own perspective, in complete sentences. Applications that are submitted without complete sentence answers will be ineligible. *Please, have a parent, guardian or trusted adult (i.e., teacher, prof., auntie or uncle) proof read your application to encourage professionalism.*
3. Please, complete **ALL** sections!

Sincerely stoked,

Kacey Seymour

Knúcwmen re Tutwíwt

1. Program Information—What you will do in the program:

The youth employment program begins on Friday, December 1, 2025 and ends on Friday, February 27, 2026, a total of thirteen weeks. Youth will be placed with various projects within respective departments and be mentored by a staff member for the duration of program. Youth will be expected to participate in the various training programs offered to youth throughout the duration of the program. There will be interesting workshops hosted within Tk'emlúps specifically for career, educational and cultural development that Youth are encouraged to participate in, some participation may be mandatory.

2. Program Costs

There will be no cost to participate in the program. However, successful Tk'emlúps Youth applicants will receive a wage of \$20 per hour. Only the youth employees will be paid for their time so they must have a bank account previously set up before starting the program. Youth will be provided PPE (Personal Protective Equipment) by the Education Department. Youth employees will be responsible for providing their own rides to and from work. No rides will be given to youth. Also, youth will be responsible for providing their own daily lunch for work.

3. Who should apply

Tk'emlúps te Secwépemc youth aged 15-30 should apply who are not working or in school. There will be 2 highly motivated TteS youth hired. More than anything, we want youth who want to make the most out of this opportunity. The Tk'emlúps te Secwépemc Youth Employment Program is created for our youth who:

- Are committed to exploring educational and employment options
- Have good attendance
- Have a positive attitude and willingness to learn
- Show leadership qualities in some of the following areas: academic studies, effort, attendance, arts and culture, sports, volunteering and participating in various community activities

4. How to apply:

1. Read through the whole information package.
2. Complete all sections of the application form included with this package. All answers must be in your own printing and written in complete sentences.
3. Make sure that upon completion you sign your application form, and that your parent or legal guardian signs as well (if applicable).
4. Provide us a copy of your status card.
5. RETURN the application form with all documents to the Education Department

Incomplete applications (*i.e., applications that do not have complete sentences, applications that are missing signatures, etc*) will not be considered. Please make sure to submit your application **with all documents** if you plan on applying. Thanks!

5. Selection

The Tk'emlúps te Secwépemc Youth Coordinator will then make the selection based on the criteria for the program. Once successful applicants have been selected, there may be an interview process to get to know the youth employees better and confirm they are a good fit with our department and program.

6. Notification

Successful applicants will be called directly. We thank everyone for applying and honor the effort it takes to submit an application.

Section 1 – Personal & Contact Information

Family Name:	Given Name:	S.I.N (Must be provided):		Gender: ☐ Male ☐ Female ☐ Other
		Date of Birth	Current Age	
Street Address:				
City:	Province:	Postal Code:		Phone #:
Residency (Check all that apply) ☐ On my own ☐ With my parent(s) ☐ TteS On-Reserve housing ☐ With a guardian who isn't my parent				
Parent/Guardian Name & #:	Emergency Contact Name & #:	Email: 1. Parent Email: 2. Your Email:		

Section 2 – Education

Where do you see yourself in five years? What job do you want to have? Will it require you going to college or university? If you do not have a career goal yet, where can you see yourself going?

Section 3 - Employment

Have you been employed before? Please check one. __ Yes __ No
If yes, what were your favorite and least favourite parts of working? Tell us about your experience.
Do you have any training certifications? If so, please list them with their expiry dates. Are there any additional training courses you're interested in?

What cultural workshop/activity would you be interested to participate in?

Section 4 – Membership Confirmation

Aboriginal Ancestry: *please note that you must be registered with Tk'emlúps te Secwépemc in order to be eligible to participate in this program.

☐ I am registered status with the Tk'emlúps te Secwépemc (formerly Tk'emlúps Indian Band)

☐ I have attached a copy of my status card (required)

Section 5 – Additional Information

Extra activities: tell us about the things you do in your spare time (groups, sports, community events).

Creativity: creativity can take many forms – tell us about your interests in art, writing, music, dance, participation in your traditional culture, film, etc.

Section 6 – Declaration & Consent

My signature below verifies that I have, and (if a minor) my parents/guardian have read and understand the application requirements and the information package.

A fully completed application package includes the following **MANDATORY DOCUMENT** items.

1. Complete & Signed Application Form, including All Sections
2. Copy of Status Card

TteS Education Department encourages all youth who are TteS band members to submit a complete application package. Incomplete applications will not be accepted. There is no exception to this.

- I have read and fully understand the TteS Youth Employment information package and I have provided answers to **all** questions which apply to me.
- **I have completed all questions fully, with detail, and in complete sentences.**
- I am prepared for employment and have set up a bank account before the specified start date.
- I hereby give consent that TteS Education Department is authorized to release my contact information to TteS's sponsors (including name, telephone number, e-mail, mailing address and/or resume), so that they may contact me personally.
- I hereby give consent for TteS Education Department to use/publish my name and relevant information on TteS's website, in TteS's newsletter, for promotion, marketing, advertising, or in sponsor communications.

Youth Applicant's Name (please print): _____

Youth Applicant's Signature: _____ Date: _____

Parent/Guardian's Name (please print): _____

Parent/Guardian's Signature: _____ Date: _____

For Internal Use Only

Received by
(please print name)

Date Received

Youth Coordinator (signature)

Received by (signature)