



CONFEDERACY OF TREATY NO. 6 FIRST NATIONS

SUB - OFFICE:
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Employment Opportunity

Junior Policy Analyst

Sub-Office

Full-Time Term contract- March 31, 2025

Pay Range: \$50,000.00 - \$55,000.00

Competition No: CT6FN-04-24

The Confederacy of Treaty Six First Nations (CT6FN) is a non-profit Political and Treaty Organization (PTO) that has been mandated by the Chiefs and Elders of Treaty No. 6 to advocate, protect, and enhance Treaty rights by monitoring legislation and policies that affect Treaty rights.

The Confederacy of Treaty Six First Nations (CT6FN) is seeking a dedicated Junior Policy Analyst to engage with the Member Nations of the Confederacy of Treaty No.6. The Junior Policy Analyst position will primarily be responsible for leading the information gathering necessary to develop a feasibility plan, governance framework, and implementation strategy to explore the development of an Urban Land Guardian Program and help support the Environment lead with climate change initiatives. As a key team member, you will have an excellent understanding of the existing governance and program models across Canada, pathways to adapting them to an urban environment, and relationship building with municipal departments that could support CT6FN's future operations. This position reports directly to the Municipal Affairs Coordinator.

This opportunity offers the following incentives:

- Group Benefits -Extend Health, Dental and Life.
- Pension Plan.
- Employee engagement events.

Responsibilities

- Collaborate with First Nations organizations and government agencies to gather input, address concerns, and be responsive to community needs on existing Indigenous Land Guardian Programs and Indigenous Protected and Conserved Areas in Canada and support the Environment lead with climate change strategy initiatives.
- Assist in facilitating consultations, meetings, and workshops to promote meaningful engagement with Treaty No. 6 Nations.
- Apply existing practices to several program operation options for exploration in Treaty Six / Edmonton Region: Review and analyze data regularly to track progress, identify emerging issues, and make evidence-based recommendations for adjustments or enhancements.
- Research short and long-term resourcing options to support the ongoing operations and growth of the land guardian program and climate change initiatives.
- Be an integral member of the CT6FN team, maintain open communications and work collectively on the goals and objectives of the organization.
- Always uphold CT6FN standards of Professional conduct and adhere to CT6FN policies and procedures.
- Participate in training and professional development initiatives as required.

Education, Qualifications, and Work Experience

- Bachelor's Degree in a related field, i.e., Business Administration, Public Administration, First Nations governance, BA humanities (English, history, psychology, political science)
- A minimum of 5 years of progressive experience in conducting research, analyzing information and policy experience in First Nations communities, or an equivalent combination of education & experience.
- Experience conducting complex and strategic research (e.g. environmental scans, interviews, stakeholder consultations, statistical analysis, focus groups, surveys).
- Experience in developing intergovernmental partnerships.
- An understanding of existing municipal departments and operations that could support the program's development, operations, and growth.
- Demonstrated professional or academic research experience.
- Dependability and strong work ethic.
- Excellent verbal and written communication skills and the ability to interpret material and policies for general and First Nation audiences.
- Possess excellent team building, listening, coaching, and group facilitation skills, and must have creative problem resolution skills.
- Knowledge of sources of data, current literature, and emerging trends and developments in First Nations issues and rights.
- Excellent analytical, judgement, persuasion, and consensus abilities.
- Demonstrated flexibility and the ability to work in a fast-paced, challenging environment.
- The ability to communicate in one of the affiliated First Nations of the Confederacy (Cree, Nakoda, Dene, Sauteaux) is a definite asset.

Condition of Employment

- Clear Criminal Records
- Intervention Record Check.
- Valid driver's license.
- reliable transportation and the ability to travel overnight as necessary.

Competition Deadline and Details

Competition Deadline:

April 18th, 2024, 4:30 pm MST

Please email your Cover letter and resume to:

Email Employeerelations@treatysix.org.

Phone Inquiries: 780-944-0334

Fax Resumes: 780-944-0346

Confederacy of Treaty Six is an equal opportunity employer. We celebrate diversity and encourage applications from all qualified individuals.

The personal information submitted pursuant to this advertisement will be utilized for this Employment Opportunity only and is subject to compliance with the Freedom of Information and Protection of Privacy Act.

Applicants are thanked in advance for their interest; however, only those selected for an interview will be contacted.