**Experience it – Ajax!**

The Town of Ajax, situated on the northern shore of Lake Ontario, is an innovative municipal sector leader that provides a variety of services to one of the fastest growing communities in Ontario.  With over 130,000 residents, Ajax's rich heritage and culturally diverse community make it a great place to work and live.

**Indigenous Consultant – Temporary Full Time (4 month contract)**

Reporting to the Diversity and Inclusion Coordinator, the Indigenous Consultant will lead the development of policies and procedures that govern the Town’s engagement with the Indigenous community, to form meaningful and lasting relationships.

A core element of the position will be to support the Planning and Development Services department in developing streamlined and permanent processes to consult with the Indigenous community on development applications, land use studies, and Municipal Environmental Assessments. This will include any Town-led projects, as well external parties seeking development approvals from the Town.

As part of increasing cultural competence, the position will also integrate an Indigenous lens and Indigenous perspectives to the work of the Town of Ajax including community outreach, consultation on projects and streamlining Indigenous engagement throughout various departments. The Indigenous Consultant will be responsible for leading projects through engagement with Indigenous partners, researching best practices, and creating ceremonial offering processes.

Key Duties

* Develops and maintains a work plan to implement a corporate Indigenous Consultation Process & Policy, with a particular focus on consultation for development-related and other capital projects
* Works with Town staff, land developers and other third parties to ensure consultation obligations are adhered to
* Drafts and begins to implement an Urban Indigenous Action Plan for the Town
* Supports all Departments and Divisions to implement the Indigenous Consultation Policy
* In collaboration with the Indigenous community, reviews corporate policies, procedures, and interventions from an Indigenous cultural competency lens and recommends changes
* Identifies and coordinates with potential projects, activities, local collaborations and networks etc. within the community that align with project goals and objectives
* Establishes and maintains meaningful relationships with Indigenous communities and organizations in Ajax or Durham Region
* Liaises between the Town and Indigenous communities and organizations, enabling increased mutual understanding and collaboration

Qualifications/Skills

* Bachelor’s degree in Social Science / Urban Planning / Indigenous Studies or a related field
* Indigenous Cultural Knowledge and/or Indigenous Language fluency is an asset
* Master’s degree in Social Science / Urban Planning **/** Indigenous Studies or a related field is preferred.
* Deep knowledge of Indigenous Culture and/or Indigenous Language may be considered the equivalent to a Master's Degree upon consultation with the Indigenous Community.
* Indigenous strategy development and implementation (preferably 2-3 years’ experience)
* Knowledge of Indigenous history, traditional culture, political structures, legislative and regulatory obligations related to Duty to Consult, Truth and Reconciliation and context specific to Indigenous people in Town of Ajax and the surrounding areas
* Urban planning or development process experience considered an asset
* Building community collaborations and partnerships
* Communication, relationship building and group facilitation skills
* Knowledge of data collection, analysis, research and evaluation
* In-depth knowledge of community programs
* Well-developed network of Indigenous Advisors and Elders
* Proficient skills in Microsoft office (Word, Excel, PowerPoint, Outlook)

This 4-month contract is a full time non-union position that works 35 hours per week.

How to Apply

To apply for this exciting opportunity, please go to the Town of Ajax website at www.ajax.ca/careers. The closing date for this position is **11:59 p.m. on** **December 1, 2022.**

We would like to thank all applicants however, please note that only those selected to attend an interview will be contacted and all other applicants will be kept on file. Applicants are advised that written, oral and practical testing may form part of the selection process.

All Town of Ajax employees are required to be fully vaccinated against COVID-19; proof of vaccination status will be requested as a condition of employment upon hire. *Medical exemptions or any other kind of requested exemption based upon the Town’s obligations pursuant to the Ontario Human Rights Code will be considered on a case-by-case basis.*

Equal Opportunity Employer

The Town of Ajax is an equal opportunity employer, committed to diversity and accessibility within the workplace where all employees feel valued, respected and supported.  The Town embraces diversity and gender expression through policy, staff training and providing positive spaces.  The Town encourages applications from all qualified candidates.  If selected for an interview, please inform Human Resources of any accommodation you may require during the process.