

Non Union

Job Title:	Indigenous Relations Advisor	# Required:	1
Job Opening Id:	31573	Division:	Corporate Strategy & Innovation
Business Unit:	Corporate Administration	Standard Hours:	35.00 / week
Location:	Headquarters Campbell West	Regular/Temporary:	Temporary
Full/Part Time:	Full-Time	Salary Range:	\$ 71,000 - \$ 83,530
Salary Grade:	5	Close Date:	2022-04-03
Post Date:	2022-03-02		

About Us

Niagara Region is committed to cultivating and preserving a culture of inclusion and connectedness. We are committed to an inclusive and barrier-free recruitment and selection process. In recruiting for our team and this position, we encourage applicants that identify as Indigenous, People of Colour, part of the 2SLGBTQQIA+ community, or persons with disabilities. We also encourage candidates to self-identify in their cover letters. When a candidate voluntarily discloses this information in their application, it will be kept strictly confidential for the purposes of recruitment and statistics

Serving a diverse urban and rural population of more than 430,000, Niagara Region is focused on building a strong and prosperous Niagara. Working collaboratively with 12 local area municipalities and numerous community partners, the Region delivers a range of high quality programs and services to support and advance the well-being of individuals, families and communities within its boundaries. Nestled between the great lakes of Erie and Ontario, the Niagara peninsula features some of Canada’s most fertile agricultural land, the majesty of Niagara Falls and communities that are rich in both history and recreational and cultural opportunities. Niagara boasts dynamic modern cities, Canada’s most developed wine industry, a temperate climate, extraordinary theatre, and some of Ontario’s most breathtaking countryside. An international destination with easy access to its binational U.S. neighbour New York State, Niagara attracts over 14 million visitors annually, as well as a steady stream of new residents and businesses.

Please note that the Niagara Region requires that all newly hired employees are to be fully vaccinated against COVID-19 as a condition of being hired and provide proof of full vaccination, or provide proof of a bona fide medical or Human Rights Code exemption on a form issued from and approved by Niagara Region.

Temporary Duration: Approximately 18 to 24 months

Job Summary

Salary Pending Review

Reporting to the Manager, Diversity, Equity, Inclusion and Indigenous Relations, the Indigenous Relations Advisor will lead the development, planning, and implementation of the recommendations made throughout the *Creating Our Way Forward Report*, *Mno Bmadziwin Report*, and the *Truth and Reconciliation Calls to Action*. This work will be the foundation for the development of an Urban Indigenous Action Plan for the Region.

A core element of the position will be to continue to build productive relationships with Indigenous populations and organizations. As part of increasing cultural competence, the position will integrate an Indigenous lens and Indigenous perspectives to the work of the Region including community outreach, data collection and analysis,

and knowledge mobilization. The Indigenous Relations Advisor will be responsible for leading projects through engagement with Indigenous partners, researching best practices, and creating project plans.

Education

- Bachelor's degree in Social Science / Public Health / Indigenous Studies or a related field
- Indigenous Cultural Knowledge and/or Indigenous Language fluency is an asset
- Master's degree in Social Science / Public Health / 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.

Knowledge, Skills, & Experience

- Indigenous strategy development and implementation (preferably evidenced by 2-3 years' experience)
- Knowledge of Indigenous history, traditional culture, political structures, Truth and Reconciliation and context specific to Indigenous people in the Niagara region and the surrounding areas
- Building community collaborations and partnerships (preferably evidenced with experience)
- Communication, relationship building and group facilitation skills
- Knowledge of data collection, analysis, research and evaluation
- In-depth knowledge of community programs
- Knowledge of social media, web and multi-media approaches
- Well-developed network of Indigenous Advisors and Elders will be an asset

Responsibilities

Leads and consults on the development, implementation and evaluation of community wide initiatives related to Indigenous engagement and program planning. (35% of time)

- Develops and maintains a work plan to implement the *Creating Our Way Forward Report*, Mno Bmadziwin Report and the *Truth and Reconciliation Calls to Action*, seeking the Corporate Leadership Team's endorsement
- Drafts and begins to implement an Urban Indigenous Action Plan for the Region
- Supports Regional Departments and Divisions to implement the above work plan
- In collaboration with the Indigenous community, reviews corporate policies, procedures, and interventions from an Indigenous cultural competency lens and recommend changes
- Participates in provincial public health communities of practice for Indigenous engagement
- Identifies potential funding sources, writes grants and tracks funding of allocated funds related to the project
- Coordinates research and other activities with initiative partners to maximize alignment of strategies and actions
- Identifies and coordinates with potential projects, activities, local collaborations and networks etc. within the community that align with project goals and objectives
- Maintains detailed status of activities and issues to present to Senior Leadership Team, and other internal and external parties

Establishes and maintains meaningful relationships with Indigenous communities and organizations in Niagara through increasing cultural competence of staff and programs delivered (25% of time)

- Liaises between the Region and Indigenous communities and organizations, enabling increased mutual understanding and collaboration
- Facilitates the engagement of the Region's leadership with Indigenous communities and organizations to understand the needs of Indigenous peoples in Niagara and to help broker changes in Corporate responses to community
- Identifies opportunities for the corporate leadership team to broaden and deepen relationships and networks with Indigenous communities, businesses and agencies to improve Regional programs and services
- Proactively meets with a range of partners both internal and external (other levels of government, Indigenous leaders, organizations and agencies) to network, build partnerships and gather information/insight on specific issues, issue resolution as well as to build and maintain strong working relationships
- Collaborates with the Corporate Leadership Team (CLT) to partner with local organizations to address systemic and structural barriers for Indigenous health in regional programs and services

Communications (20% of time)

- Formulates and executes internal departmental communications plans, in consultation with Strategic Communications and Public Affairs to increase staff knowledge, awareness, and cultural competence around Indigenous peoples in Niagara
- Works with Strategic Communications & Public Affairs and Public Health Communications & Engagement to formulate and implement strategic communications plans to support building effective relationships with a range of partners including Indigenous partners
- Liaises closely with the DEI team to ensure consistent messaging

Education and Training. (20% of time)

- Facilitates Indigenous training and development opportunities in conjunction with the local community
- Promotes integration and awareness internally through ongoing dialogue, activities, and coordination
- Identifies programs and services that are offered by local educational institutes regarding diverse communities
- Identifies potential areas for partnership between Regional programs and services and Indigenous related initiatives through local educational institutes.

Perform other related duties and responsibilities as assigned or required.

Regional staff strive to enable the strategic priorities of council and the organization through the completion of their work. Staff carry out their work by demonstrating the corporate values. Uncover the wonder of the Niagara Region and join a team dedicated to meeting tomorrow's challenges TODAY!

Let us know why you would be an excellent team member by submitting your online application to Job ID 31573 **no later 11:59 p.m. on April 3, 2022** by visiting our 'Careers' page at www.niagararegion.ca. We thank all candidates for their interest however, only those candidates selected for an interview will be contacted.