

The NunatuKavut Community Council (NCC)

NunatuKavut means “our ancient land” and refers to the territory of Inuit who belong to south and central Labrador. NCC is a rights-based governing body that represents NunatuKavut Inuit. We are a dynamic, fast-paced and growing team that strives to meet the priorities, interests and needs of our people. Our governing vision demonstrates commitment to community and culture as we seek “to govern ourselves, provide and care for one another, our families and our communities while nurturing our relationship with our lands and waters.” We foster an open and transparent working environment which incorporates Inuit values of caring, fairness, respect, accountability and teamwork.

The Opportunity

We are looking for a Policy Analyst to join our Governance and Strategic Planning Team at our head office in Happy Valley-Goose Bay, Labrador.

As Policy Analyst, you will assist the governance and strategy planning lead at NCC on key and emerging files. This includes responsibilities like:

- Identifying relevant policy and legislation to advance NunatuKavut Inuit needs and interests.
- Preparing policy recommendations and strategies for NCC to respond to the needs and priorities of NunatuKavut Inuit.
- Working with NCC colleagues to provide information and advice on relevant policy issues.
- Preparing and coordinating briefing materials, reports, messaging and correspondence on current issues.
- Analyzing data and assessing the potential impact of policy and strategic planning recommendations.

Salary Range is \$60,000 to \$70,000 per annum. This a temporary, full-time position until March 31, 2022, with possibility of extension.

The Person

You have:

- A university degree in social sciences (political science, public policy, etc) combined with 2-4 years of experience in a policy and planning work or an acceptable combination of education and experience.
- Knowledge of federal and provincial policy and legislation that impact Indigenous peoples in areas like health, science, education, fisheries, etc.
- Excellent communications skills with the ability to articulate and present key messages on complex issues clearly.

- A strong desire to make a difference by providing exceptional policy guidance to a growing governing body.
- A high level of capability in the areas of analytical, research and problem-solving skills.
- Strong organizational, project and program management skills with the ability to work on a wide range of issues simultaneously.

The Benefits

- Comprehensive group benefits plan: extended health and dental care; and disability and life insurance.
- RRSP contribution plan.
- Employee and Family Assistance Program.
- Flexible schedule.
- Supportive and forward-thinking leadership team that values employee input and ideas.
- Family-friendly work environment where diversity and inclusion are valued.

The Application Process

Submit cover letter, resume and three references to Chelsea Dyson, HR Coordinator by email to jobs@nunatukavut.ca. Please include competition number NCCPA060721.

Deadline to apply is August 10, 2021.

Preference may be given to members of NCC. Only applicants selected for an interview will be contacted.