



# EMPLOYMENT OPPORTUNITY

## Assembly of First Nations

### Senior Policy Coordinator – Strategic Policy Integration

Refer to competition number 2021-SPI-10

#### Internal/External Competition

**Description:**

The Assembly of First Nations is seeking an experienced, highly skilled, and highly motivated individual who will be responsible for researching and writing information and statistics and conducting analysis relating to various First Nations policy, legislative and other initiatives. The Senior Policy Coordinator will conduct research and analysis, coordinate input from across the various policy Branches and sectors on various First Nations issues, and provide recommendations on strategic approaches to developing policies, legislation, and initiatives aimed at advancing AFN's national advocacy efforts with a focus on intergovernmental and fiscal relations related issues and priorities for First Nations.

The incumbent will also be responsible for the achievement of defined work plans and objectives aimed at supporting and advancing AFN's national advocacy positions, interests and strategies on various First Nation issues and priorities utilizing a holistic approach and strategic policy integration lens.

**Who Can Apply:**

Qualified persons of Indigenous ancestry will be given preference in accordance with s16(1) of the *Canadian Human Rights Act*.

**Qualifications:**

Applicants must possess:

- A post-secondary degree in social sciences, political science, law or a related field of study with 5+ years of relevant senior experience, or an equivalent combination of education and experience related to First Nations issues and priorities
- A minimum of 5+ years of positive experience working on the development of First Nations policy, strategic initiatives and/or related legislation
- Significant knowledge and understanding of First Nations' treaties, rights, title, jurisdiction, social and economic issues and priorities
- Demonstrated knowledge of various First Nation programs, policies, and legislation
- Advance communication skills, verbal and written, with attention to detail, and the ability to translate complex ideas and information to diverse audiences
- Demonstrated experience researching and analyzing large sets of complex and changing data, and communicating it in a clear and concise way, ensuring First Nations leadership and other stakeholders understand findings and recognize significance
- Demonstrated experience working with federal, provincial, territorial, northern, urban and international governments and officials
- Advanced interpersonal skills, teamwork, and judgement
- Superior time management, coordination, planning, and organizational skills
- English is the working language, although the ability to communicate effectively in an Indigenous language and/or in French would also be an asset

**Salary Range:**

AFN offers a competitive salary, attractive benefits and pension plans.

**Location:**

Ottawa, Ontario – Please note that AFN is currently working remotely to ensure the health, safety, and well-being of our employees.

**Employment Duration:**

Permanent Full-time

**Closing Date:**

**September 27, 2021**

Individuals who feel they are qualified are invited to submit a covering letter clearly demonstrating how they meet the criteria (quoting the above reference number) along with a current resume, and three (3) work related references to [BambooHR](#):

No applications will be accepted beyond the closing deadline. Interviews will be held in via zoom. While we appreciate all applications, only those candidates short-listed for an interview will be contacted. AFN may cancel, postpone, or revise employment opportunities at anytime.

September 9, 2021