



DELAWARE NATION COUNCIL

Eelūnaapéewi Lahkéewiit

Eelūnaapéewi Lahkéewiit (Delaware Nation) Job Posting

Council's Strategic Research and Development Analyst

Applications will be received by the Eelūnaapéewi Lahkéewiit Council for the Council's Strategic Research and Development Analyst position, **up until 4:00 p.m. Friday January 31, 2020**. Job Posting and Job Profile are available at Eelūnaapéewi Lahkéewiit Employment & Training or Eelūnaapéewi Lahkéewiit Administration Office.

The Eelūnaapéewi Lahkéewiit efforts are to improve the socio-economic conditions of Members. Eelūnaapéewi Lahkéewiit (EL) meets with federal and provincial ministers, informs federal and provincial policies, raises political awareness and works to find practical ways to improve federal and provincial intergovernmental affairs on a rights-based agenda.

Job Summary

The Council's Strategic Research and Development Analyst works under the direction of the Eelūnaapéewi Lahkéewiit Council and reports to their supervisor, the Chief and/or the Director of Operations.

The Strategic Research and Development Analyst will provide direct support and be an active participant in assisting the Chief and Council in the performance of political advocacy and effective governance. They will be responsible for researching and analyzing relevant information and data, and developing and delivering policy initiatives, reports, and other written material related to a variety of complex First Nation issues.

The Strategic Research and Development Analyst will also provide support to and work in coordination with Administration in the Council's research, development of proposals, planning; and, the implementation and management of strategies, projects and/or initiatives. To establish relationships and networking as appropriate.

The Strategic Research and Development Analyst's primary responsibility will be to prepare defined work plans and objectives aimed at supporting and implementing the Council's positions, strategies, projects and/or initiatives.

Qualifications

Minimum Requirements

- Community College diploma in Public Administration, Political Science or a related discipline is required;
- Must have experience working with First Nations in policy analysis or related areas;
- Must have knowledge of First Nations law and legal issues affecting First Nations;
- Experience or background in business/public administration is an asset.
- Computer literate (including Microsoft Word, Excel, database software, electronic communication tools, such as Microsoft Outlook);

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Other Preferred Requirements

- Knowledge of current First Nations issues, history and culture, and legal issues and relations with the federal, provincial and municipal governments;
- Knowledge of government legislations;
- Knowledge of First Nations political organizations;
- Possess excellent research and analytical skills;
- Possess excellent verbal and written communication skills; and,
- Ability to work independently and exhibit a high degree of initiative, self-direction and public relations skills.

Work Schedule

- Full time – 70 hours bi-weekly
- Flexible hours – some work on weekends for public community meetings

Full Council's Strategic Research and Development Analyst Job Description Available Upon Request

Salary:

- According to budget allocation and successful applicant's experience

Application Deadline: Friday January 31, 2020 @ 4:00 p.m. (EST)

Interested applicants must submit a cover letter, resume, photocopy of diploma, three work related reference letters and a current CPIC (within 6 months) to:

Chief Denise Stonefish
14760 School House Line,
Thamesville, Ontario NOP 2K0

Please clearly mark envelope:

"CONFIDENTIAL – Council's Strategic Research and Development Analyst"

**** ONLY THOSE APPLICANTS SELECTED FOR AN INTERVIEW WILL BE CONTACTED ****