



## EMPLOYMENT OPPORTUNITY

### Senior Policy Advisor for Women's Issues

OPEN UNTIL  
FILLED

Established in 1994, the Independent First Nations are twelve (12) diverse and distinct communities comprised of three original peoples: the Anishinawbek, the Onkwehonwe and the Inninuweg in Ontario. Politically, the Independent First Nations (IFN) communities asserted their independence from existing Political Territorial Organizations (PTO's) and affirmed their right to be self-determining, self-governing First Nations that represent their community's interests at the local, regional, national level based on Indigenous and treaty rights. Collectively, the combined population of the IFN communities is over 30,000 members. We are unique politically, economically, socially, culturally, and geographically with territories spanning across Ontario in the East, South, West, and North.

The IFN is currently seeking an experienced, passionate individual for the newly created position of **Senior Policy Advisor for Women's Issues**. Under the direction of the IFN Executive Administrative Committee and the oversight of the IFN Director of Health, the Senior Policy Advisor for Women's Issues will be responsible to consult and engage with respective IFN communities on actions related to Indigenous Women's Advisory Council's (IWAC) mandate, bring informed and focused input to IWAC meetings, and provide comprehensive and useful advice.

#### QUALIFICATIONS

##### Education & Experience

- ▶ Grade twelve (12) or equivalent required
- ▶ Post-Secondary diploma/degree in Public Administration or related discipline an asset
- ▶ Experience working in the area of First Nations community outreach/engagement
- ▶ Knowledge and understanding the Independent First Nations and their needs/concerns
- ▶ Experience working in policy development an asset

##### Developed Competencies

##### **Candidates must have demonstrated success in the following areas:**

- ▶ Excellent oral and communication skills
- ▶ Must have a solid understanding of First Nation issues and programs and be politically astute in recognizing the diversity of the First Nations
- ▶ Ability to organize and plan activities to meet workplan deliverables and reporting requirements
- ▶ Strong writing and reporting skills; essential computer competencies
- ▶ Ability to be creative, conceptual thinking, and strong analytical skills
- ▶ Ability to take direction under restraint timelines to carry out IFN activities
- ▶ Strong understanding of policy, program, and evaluation processes

##### Office Location

- ▶ Satellite

Interested candidates are invited to submit a cover letter and resume, totaling no more than five (5) pages combined to:

Mail: **Independent First Nation Senior Policy Advisor on Women's Issues Selection Committee**  
c/o Lyndia Jones  
PO Box 1634,  
Akwesasne, ON K6H 5N6

Email: [lyndia@ifnc.ca](mailto:lyndia@ifnc.ca) OR Fax: (613) 932-8460

The IFN is an inclusive employer and offers accommodation throughout the recruitment process upon request.

*While we appreciate all applications for this position,  
only those who are selected for an interview will be contacted.*