



Algonquins of Ontario Consultation Office Job Posting

Senior Communications Advisor

The Opportunity

The Algonquins of Ontario (AOO) are looking to fill the critical role of Senior Communications Advisor. This position will have the unique and groundbreaking opportunity to support the Algonquin Negotiation Representative (ANRs) in their ongoing efforts to rebuild and revitalize the Algonquin Nation through the negotiation towards and implementation of a modern-day Treaty, while also working to enhance the Algonquin presence across the unceded AOO Settlement Area.

The Senior Communications Advisor will provide a wide range of strategic, operational, and capacity-building services to the AOO. The services include internal and external strategic communications planning and execution, issue resolution, project management, and external party relations, as well as serving as the lead on a wide range of high priority strategic communication initiatives.

About Us

The AOO are on a journey of survival, rebuilding, and self-sufficiency – a journey of reconciliation. This journey began nearly 250 years ago when the first Algonquin Petition was submitted to the Crown in 1772. Today, the AOO are comprised of the following ten Algonquin communities:

- Algonquins of Pikwakanagan First Nation
- Antoine
- Bonnechere
- Greater Golden Lake
- Kijicho Manito Madaouskarini
- Mattawa/North Bay
- Ottawa
- Shabot Obaadjiwan
- Snimikobi
- Whitney & Area

Working with the Algonquins of Ontario provide an exceptional and rewarding opportunity for any person who seeks a complex, dynamic environment while contributing towards the process of rebuilding and revitalization of the Algonquin Nation.

About You

You are a communications professional who:

- Has at least 6 years of relevant experience.
- Is passionate about the survival, rebuilding, and self-sufficiency of all Algonquin communities.
- Understands the detrimental and lasting effects of colonization on Indigenous people.
- Expert written and verbal communicator, with the ability to articulate brand concepts, and write in a wide range of voices and styles.
- Extensive writing and editing experience across a wide range of mediums and channels, and an understanding of the differences and requirements of various mediums.
- Proficient in content marketing theory and application.
- Displays in-depth knowledge and understanding of digital communication.
- Excellent organizational and time management skills.
- Forward thinking and in touch with current trends.



Algonquins of Ontario Consultation Office Job Posting

Senior Communications Advisor

- Superior ability to positively interact with others using sensitivity, tact, diplomacy, and professionalism.
- Superior ability to lead strategic and proactive communication initiatives and develop internal and external communication strategies and plans.
- Superior ability to communicate with varying audiences, capture key messages, and promote knowledge transfer.
- Strong ability to develop a network of media contacts.
- Strong ability to develop and maintain websites and use social media.
- Strong project management skills to effectively manage complex projects and initiatives.
- Strong ability to respond effectively to and manage emerging priorities and firm deadlines within a multi-disciplined, fast-paced, and changing environment.
- Can respond quickly in a dynamic, fast-paced, and changing environment.
- Can work independently and in a team environment.
- Is able to perform all functions in such a manner that ensures complete confidentiality of the AOO privacy entitlements.

Additional Requirements:

- Bachelor's degree or equivalent experience in Public Policy, Political Science, Public Administration, Indigenous Studies, Journalism, Communications, or a related discipline.
- Advanced skills with the Microsoft Office suite.
- Must be able to work some evenings and week-ends.
- A valid G Class Driver's License.
- Must provide a clear criminal record check for working with vulnerable populations
- Able to lift up to 20kg (44 lbs.).
- **Please note that based on the Ontario Vaccination Passport, proof of full vaccination against COVID-19 is required for in office and offsite work.**

Benefits

- **The rewards are plentiful!** Not only do you get to be part of historic and ground-breaking modern-day treaty that will leave a lasting impact with the Algonquin communities, but we also have a developed compensation range for this position (**\$72,000 - \$83,467**) and are at a time of critical growth.
- **Be proud of where you work.** The Teachings of the Seven Grandfathers below are the guiding principles of the Algonquins of Ontario.
 - **Kwayakoziwin: Honesty:** Honesty in facing a situation is to be brave.
 - **Tabasenindizowin: Humility:** Humility is to know yourself as a sacred part of Creation.
 - **Manàdjiyàn: Respect:** To honour all Creation is to have respect.
 - **Sòngideyewin: Bravery:** Bravery is to face the foe with integrity.
 - **Nibwàkàwin: Wisdom:** To cherish knowledge is to know wisdom.
 - **Sàgihidiwin: Love:** To know Love is to know peace.



Algonquins of Ontario Consultation Office Job Posting

Senior Communications Advisor

- **Tebwewin: Truth:** Truth is to know all of these things.
- **We care about you.** Health and dental benefits, RRSPs, life and long-term disability insurances are just a few ways to show you that your well-being matters to us.
- **We work hard but also understand the importance of balance.** We operate on a standard of thirty-five (35) hours per week, recognize thirteen (13) statutory holidays, provide three (3) weeks of vacation to start and ten (10) paid personal days each year.

Interested in Learning More...

Please visit our website, www.tanakiwin.com and current opportunities to learn more about the Algonquins of Ontario.

How to Apply

So, what do you say? Are you ready to support the Algonquin Negotiation Representatives in their efforts to rebuild and revitalize the Algonquin Nation?

Qualified candidates are invited to submit their resume and a letter of introduction by 2:00 PM on Tuesday, January 25th to recruitment@tanakiwin.com.

When applying please ensure to list the position(s) you are applying for in the title of the email.

Please note that the AOO have obtained the services of an external organization to support this recruitment process and no applications will be accepted by the AOO Consultation Office. Only applicants who apply to the above email address will be considered for the position.

For members of our Algonquin communities, we ask that you please identify which community you are connected to in your cover letter.

The AOO welcomes and encourages applications from people with disabilities. Accommodations are available upon request for candidates taking part in all aspects of the selection process.

We thank all candidates for their interest, however, only those selected for an interview will be contacted.