



# Algonquins of Ontario Consultation Office Job Posting

## *Project Consultation Advisor*

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### **The Opportunity**

The Algonquins of Ontario (AOO) are looking to fill the critical role of Project Consultation 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, the participation in project consultation while also working to enhance the Algonquin presence across the unceded AOO Settlement Area.

The Project Consultation Advisor will be responsible for coordinating the receipt, analysis, and response to a variety of consultation requests from the governments and private sector interests for various projects and initiatives throughout the Algonquin Traditional Territory. The Project Consultation Advisor will provide a wide range of strategic, operational, and capacity-building services to support the meaningful engagement and consultation of the AOO.

### **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 Project Consultant who:**

- Has at least 3-5 years of relevant experience.
- Is passionate about the survival, rebuilding, and self-sufficiency of all Algonquin communities in Ontario.
- Understands the detrimental and lasting effects of colonization on Indigenous people.
- Has good knowledge of the Crown's Duty to Consult and understanding of what constitutes meaningful and adequate consultation with Indigenous communities.
- Is familiar with environmental and impact assessment regulations and processes in Canada at federal and/or provincial levels.
- Has advanced project management skills, including the ability to manage multiple projects successfully to meet desired outcomes.
- Has previous experience in developing respectful and collaborative relationships with government agencies, municipalities, and private sector entities.



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- Has proven experience in supporting in-depth projects from intake, preliminary reviews, and analysis to determine overall impact and benefits.
- Has proven experience in supporting, monitoring, and reporting on the status of multiple and diverse projects concurrently, acting as a primary point of contact.
- Has proven experience working cross-functionality with multi-disciplinary teams.
- Is exceptionally detail-oriented with excellent planning, organizing, prioritizing, problem-solving, and time management skills.
- Has solid research skills and abilities including the ability to examine and assess materials, prepare a variety of correspondence and reports, analyze, and interpret documents, and provide recommendations to decision-makers.
- Has strong oral and written communication skills with the ability to foster unity, and trust and establish cooperative working relationships with ANRs, colleagues, senior staff, the public, and other private entities, and governmental agencies.
- Has a high level of privacy and confidentiality with an understanding of the importance of protecting personal information and documentation.
- Can demonstrate a professional image of the organization when interacting internally and externally.
- Has the demonstrated ability to deal sensitively with a wide variety of people and complex issues.
- Can work independently with good diplomatic skills.
- Can work within an office environment and work remotely through secure networking systems.

### **Additional Requirements:**

- Bachelor's degree or equivalent experience in Environmental Studies, Planning, Indigenous Studies, or a related discipline.
- Strong computer skills including Microsoft Office Suite.
- Must hold a valid G Class Driver's License
- Must provide a clear criminal record check for working with vulnerable populations
- Self-identifying as Indigenous and/or having first-hand knowledge or experience living in and/or working with an Indigenous community will be considered an asset.
- Working in a hybrid work environment.

### **Benefits**

- **The rewards are plentiful!** Not only do you get to be part of the historic and ground-breaking modern-day treaty that will leave a lasting impact on the Algonquin communities, but we also have a developed compensation range for this position (**\$60,500 - \$70,136**) 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.



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- **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.
  - **Tebwewin: Truth:** Truth is to know all of these things.
- **We care about you.** Health and dental benefits, RRSPs, and 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, and 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](http://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 Wednesday, June 29<sup>th</sup> 2022 to [recruitment@tanakiwin.com](mailto: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.

We are committed to promoting inclusion and diversity in our work and fostering it within our organization. We are always looking for candidates who can expand our team culture bring new strengths and perspectives to the work, and strongly encourage applications from all backgrounds and identities. An equitable and accessible recruitment process is a key part of our approach. Please let us know if we can offer accommodations for you in the recruitment process or if you have feedback on how to make our recruiting more accessible.

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