



ANISHINABEK NATION

“To give a voice to the vision of the Anishinabek Nation and to preserve Anishinaabe Bimaadziwin while advancing our goal of Nationhood.”

EMPLOYMENT OPPORTUNITY

Federal Health Policy Analyst

Location: Anishinabek Nation Head Office, Nipissing First Nation

(Due to the current pandemic, Anishinabek Nation employees are currently working remotely)

Full Time Position with Benefits
(after successfully completing 3 months of employment)

The Anishinabek Nation Federal Policy Analyst is responsible for facilitating community development by analyzing, advising, and providing options for effective decision purposes for federal health programs and initiatives.

The Federal Policy Analyst is also responsible for the development of strategies for political advocacy for the Anishinabek Nation in relation to health issues as defined by the Health Director, Anishinabek Advisory Council on Health, Chiefs Committee on Health, and for working within policy parameters and administrative guidelines.

QUALIFICATIONS:

- Post-secondary Health-related Degree/Diploma/Certificate;
- Minimum of three years' experience working in a Health position;
- Excellent working knowledge of federal health programs, funding processes, initiatives and standards;
- Experience working with a First Nation organization;
- Have a valid Ontario driver's license and be insurable under UOI policy; and
- Knowledge of, or willingness to learn, Anishinaabemowin is required.

REQUIRED SKILLS:

- Exhibit professional attitudes and behavior;
- Good analytical and problem solving skills;
- Experience preparing briefing notes, reports, memorandums, and policies;
- Experience conducting information sessions and workshops;
- Excellent computer skills (Microsoft Word, Excel, Outlook, Adobe Acrobat);
- Ability to understand and speak Anishinaabemowin or willingness to learn is an asset; and
- Understanding of Anishinabek culture is an asset.

RESPONSIBILITIES:

- Providing strategic optional direction for federal Health programs;
- Providing a variety of health consultative services to benefit Anishinabek communities;
- Analyzing government reports and policy and provide options papers to the Health Director on strategies to deal with specific issues;
- Analyzing issues as assigned from the Anishinabek Advisory Council on Health;
- Seek a variety of specific health funded program opportunities for the Health Secretariat;

- Serving as an advisor to the Health Director, the Anishinabek Advisory Council on Health and Health Portfolio;
- Developing policy reports relating to federal health initiatives;
- Drafting briefing papers for the Health Director and Anishinabek Advisory Council on Health in relation to:
 - Federal health documents and changes to indigenous health;
 - Federal Health issues in Anishinabek Nation territory;
 - Grand Council Assembly resolutions and Regional Chiefs meeting motions follow-up;
- Drafting resolutions for the Health Secretariat for political meetings as directed;
- Preparing activity reports, semi-annual and annual reports for the Health Director and for consultations for the Anishinabek Advisory Council on Health;
- Acting as a trainer to Health staff members on policy and analyst issues as appropriate;
- Attending meetings as directed and assigned;
- Maintaining liaison with organizations on federal health issues;
- Maintaining awareness of funding opportunities that may benefit and enhance health programming; and
- Performing other duties as assigned.

APPLICATIONS MUST INCLUDE THE FOLLOWING:

- Cover Letter;
- Resume;
- Three employment references;
- Identify whether the applicant has been previously employed by the Anishinabek Nation (formerly Union of Ontario Indians);
- Identify whether the applicant is a member of one of the 39 Anishinabek First Nations. Preference will be given to applicants who are a member of one of the 39 Anishinabek First Nations; and
- The Anishinabek Nation welcomes and encourages applications from people with disabilities. Accommodations are available upon request for candidates taking part in all aspects of the hiring process.

Applications must be received no later than 4:30 p.m. on Friday, December 3, 2021 by:

Glenda St. Amour
 Director of Corporate Services
 Anishinabek Nation
 Fax: (705) 497-9135 | Email: glenda.st-amour@anishinabek.ca

For inquiries regarding this position, please contact:
Jamie Restoule, Health Director at jamie.restoule@anishinabek.ca

Miigwetch to all applicants for their interest, however, only those who qualify for an interview will be contacted.