



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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# Job Board Posting



Careers.Indigenous.Link

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## Policy And Program Advisor

<b>Job ID</b>	<b>7A-99-2A-1D-F2-9A</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=7A-99-2A-1D-F2-9A">https://careers.indigenous.link/viewjob?jobname=7A-99-2A-1D-F2-9A</a>	
<b>Company</b>	Ontario Ministry of Training and Colleges	
<b>Location</b>	Toronto, Ontario	
<b>Date Posted</b>	From: 2019-12-11	To: 2020-01-10
<b>Job</b>	Type: Fixed-term	Category: Public Administration
<b>Job Salary</b>	\$62,631 - \$87,564 Per Year	
<b>Languages</b>	English	

### Description

The Ministry of Training and Colleges requires an individual with expert knowledge of Indigenous issues in Ontario to conduct policy research and analysis projects/studies related to supporting access and success of Indigenous learners in postsecondary education in Ontario. This includes supporting the implementation of policy frameworks, the administration of program funding, the collection of data and measuring success. The individual will also help building capacity within colleges, universities and Indigenous Institutes that will benefit Indigenous learners. If you have studied and/or worked with Indigenous partners and have a deep understanding of the historical relationship between the government and Indigenous communities then this opportunity might be the right match for you.

What can I expect to do in this role

- Prepare and document results/research findings and provides recommendations to senior management
- Draft policy/research papers, memoranda and briefing documents on a range of policy topics/issues
- Evaluate the effectiveness of new/changed policies and programs
- Develop and maintain contacts with key internal and external stakeholders
- Gather and compile information and resources on issues relating to Indigenous education in Ontario

Locations: Toronto

How do I qualify

Knowledge of Indigenous Communities and Issues in Ontario

• You have in-depth knowledge of Indigenous issues in Ontario and the government's historic relationship with Indigenous communities, including the ability to respect the sensitivities and understand the perspective of First Nation, Métis and Inuit leaders when engaging with the government.

• You have knowledge of the partnerships involved in data collection and research of Indigenous people as outlined in the Ownership, Control, Access, and Possession (OCAP) document.

â€¢ You understand current/emerging trends/issues and pressure points related to Indigenous education.

#### Research, Analytical, and Policy and Program Development Knowledge

â€¢ You know how to apply program and policy development principles; government decision making processes and program analysis/evaluation techniques to analyze effectiveness and prepare policy/program options/recommendations.

â€¢ You can analyze multiple sources of information/data; consideration of qualitative/socio-economic and quantitative factors to assess and make recommendations on, e.g., options, costs, and performance criteria.

â€¢ You can apply research and analytical techniques to identify gaps in policy, conduct environmental scans, trends analyses, quantitative and qualitative research from multi-jurisdictional sources.

â€¢ You can identify options and evaluate best practices to apply to provincial programs.

â€¢ You can monitor the performance and progress of transfer payment recipients in their delivery of Ministry-funded programs.

#### Communication, Consultation and Conflict-Resolution Skills

â€¢ You have demonstrated oral and written communications and presentation skills and knowledge of public consultation/communication principles and methods to engage in consultations with Indigenous stakeholders and build trust/effective relationships, exchange information and draft policy papers, reports, analyses, correspondence, briefing notes, Cabinet submissions, etc.

â€¢ You have conflict resolution and facilitation skills to work with policy teams to identify and resolve issues.

#### Organizational and Computer Skills

â€¢ You have organizational skills and can work in a fast-paced environment with competing priorities and short delivery times.

â€¢ You have experience using computer applications (word processing, spreadsheet, project scheduling, internet).

â€¢ You have knowledge of transfer payment systems and practices.

Salary Range: \$62,631 - \$87,564 per year

#### Additional information:

â€¢ 1 Temporary, duration up to 12 months (with possibility of extension), 315 Front St W, Toronto, Toronto Region

#### **How to Apply**

Please apply online, only, by Monday, December 30, 2019, by visiting [www.ontario.ca/careers](http://www.ontario.ca/careers) and entering Job ID 141352 in the Job ID search field. In the Please follow the instructions to submit your application. Faxes are not being accepted at this time.

If you require accommodation in order to participate in the recruitment process, please contact us at [www.gojobs.gov.on.ca/ContactUs.aspx](http://www.gojobs.gov.on.ca/ContactUs.aspx) to provide your contact information. Recruitment Services staff will contact you within 48 hours. Only those applicants selected for an interview will be contacted.

The Ontario Public Service is an inclusive employer. Accommodation will be provided in accordance with Ontario's Human Rights Code.

[www.ontario.ca/careers](http://www.ontario.ca/careers)