



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.Link's 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:
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Job Board Posting



Careers.Indigenous.Link

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Equity & Human Rights Advisor

Job ID	84-6E-42-37-0E-73	
Web Address	https://careers.indigenous.link/viewjob?jobname=84-6E-42-37-0E-73	
Company	Confederation College	
Location	Thunder Bay, Ontario	
Date Posted	From: 2019-06-28	To: 2019-07-28
Job	Type: Full-time	Category: Human Resources
Job Start Date	August 2019	
Job Salary	Admin Salary Band 9: \$66,182 To \$82,727	
Languages	English	

Description

The Equity and Human Rights Advisor is responsible for the implementation of the Indigenous Workforce Strategy as developed by the Centre for Policy and Research in Indigenous Learning, and Organizational Effectiveness. The Advisor will develop and implement strategies to support the College's strategic goals and initiatives regarding respect, diversity and inclusion.

Duties include but are not limited to:

- Supports the implementation and ongoing operations of the recruitment strategy to increase the number of Indigenous employees, and researches leading practices related to diversity initiatives designed to meet the needs of our Indigenous population and generate opportunities for employment;
- Identifies barriers to Indigenous employment, recommends changes to current recruitment practices, and develops networks with Indigenous communities and agencies to support recruitment and selection of employees;
- Develops policies related to human rights and equity where none exist, or amends current policies to meet College objectives.
- Develops and promotes an employee self-identification policy and practice and incorporates it into the recruitment and selection process;
- Develops and monitors metrics to evaluate the Indigenous Workforce Strategy;
- Delivers respectful services including confidential consultations, investigations, conflict resolution and reporting on complaints of racism, harassment, discrimination, bullying;
- Makes recommendations to address barriers and issues that create conflict with the values of respect, diversity and inclusion;
- Ensures the protection and storage of highly sensitive and confidential information/ documentation;
- Participates in committees to ensure respect, diversity and inclusion are considered in planning and decisions;
- Supports the Executive Director in reporting, statistics, and presentations around investigations, conflict resolution, etc.
- Participates in the development and delivery of professional development programs that educate and promote awareness of the institution's respectful learning and working environment, and ensures the PD strategic align with the Indigenous Education Strategy;
- Identifies career and professional development opportunities for employees; and
- Participates and supports diversity initiatives focused on employees, and assists with the planning and coordination of Indigenous employee event.

Experience

- Three years of progressive experience in the application of human rights law and in working with Indigenous people and communities; or an equivalent combination of education and experience.
- Solid understanding of Indigenous culture is essential;
- Demonstrated experience working with Indigenous organizations, communities and individuals is required.
- Experience with complaint intake, mediation, restorative justice and investigative processes preferred;
- Demonstrated analytical, problem solving and planning skills;
- Demonstrated human relations and organizational skills;
- Report writing and presentation skills to groups at all levels of the organization is required; and
- Computer skills with a variety of software programs are desirable.

Education Requirements

- Three-year diploma/degree in Human Resources, Law, Political Science, Indigenous Studies, or a related field

Work Environment

Post Secondary Institution

Office Setting

How to Apply

Please visit our website at www.confederationcollege.ca/hr to apply for this position.