



Kwilmu'kw Maw-klusuaqn Mi'kmaq Rights Initiative

Our Rights. Our Future.

Employment Opportunity



POSITION: Policy Analyst

LOCATION: Millbrook, Nova Scotia

TERM: To March 31, 2023

CLOSING DATE: June 26, 2022

JOB SUMMARY

Kwilmu'kw Maw-klusuaqn Negotiation Office (KMK) supports the Assembly of Nova Scotia Mi'kmaw Chiefs (Assembly) in the negotiation and consultation processes. KMK engages Nova Scotia Mi'kmaw communities on the best ways to implement our collective Aboriginal and Treaty Rights. KMK is seeking a **Policy Analyst** to support the Maw-Kleyukik Knijannaq/Child and Family Initiative (MKK) in this important work.

DUTIES AND RESPONSIBILITIES

Reporting to the MKK Project Lead, the **Policy Analyst** will be accountable for providing information, policy advice and analysis, and strategic advice to the Assembly and senior management of KMK on a range of cultural and governance issues for the Mi'kmaw of Nova Scotia.

Further, the Policy Analyst will focus on the development of culturally-relevant policies, programs and materials. This role will collaborate with other internal departments, other levels of government, agencies and Mi'kmaw communities.

QUALIFICATIONS

- Post-secondary degree in political science, public policy, public administration, law, or related
- Minimum of two (2) years experience in policy analysis
- Strong understanding and familiarity with Mi'kmaw communities
- Excellent, and demonstrated, research and analytical skills
- Strong organizational skills and attention to detail
- Possesses strong tact, diplomacy, and interpersonal skills
- Exceptional written and verbal communication skills
- Ability to work efficiently individually and as part of a team
- Prior experience working with Mi'kmaw and/or Aboriginal communities and organizations is an asset

CONDITIONS OF EMPLOYMENT

- Must hold and maintain a valid NS driver's license. Travel throughout Nova Scotia will be required.
- Potential for occasional work on weekends or evenings.

Applications/resumes must be received by 11:59pm on the closing date and can be emailed to: CAREERS@MIKMAQRIGHTS.COM

Kwilmu'kw Maw-klusuaqn hires on the basis of merit and is committed to employment equity. We encourage all qualified persons to apply; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference policy of the Canadian Human Rights Commission. **Please note that only those selected for further consideration will be contacted.**