



Representing the sovereign treaty signatories of the Robinson Huron Treaty

**Employment Opportunity at Robinson Huron Waawiindamaagewin
Invites applications for a Senior Policy Analyst – Economic Development**

Purpose

The Robinson Huron Waawiindamaagewin (RHW), created in 2018, is a regional association of Chiefs in the Huron region of Ontario that are signatory First Nations, adhesions and beneficiaries of the Robinson Huron Treaty of 1850. The overarching goal of RHW is to have a collective Anishinaabe decision-making body progressing the interests and inherent rights of our people. To support these efforts, RHW is inviting applications for the position of Senior Policy Analyst – Economic Development to work with our Team on regional economic development strategies and initiatives.

The ideal candidate will have a proven track record in economic development in a First Nation context, the Economic Development Analyst is responsible for project facilitation and program promotion while ensuring projects, grants and other related activities are managed appropriately to address components of the RHW's strategic planning initiatives. The position is also responsible for managing relationships with communities, external organizations, businesses and ministry representatives to grow the Treaty's overall capacity.

SCOPE

This position reports to the Executive Director as part of a management team and is responsible for facilitating regional community development planning and economic development planning initiatives; identifying and fostering regional and community economic development opportunities; securing funding for economic development activities and programs.

DUTIES AND RESPONSIBILITIES

- Coordinate the development and implementation of the RHW Strategic Plan for Economic and Sustainable Development.
- Identify and prioritize potential economic opportunities to develop projects and initiatives.
- Secure funding for the Economic Development Initiative and its various activities and programs

- Assist First Nations, businesses and individuals with establishing economic and community development plans, businesses and projects.
- Promote the RHW communities to expand economic development opportunities and awareness to potential partners and investors.
- Ensure that you are an active member of the team in a working atmosphere.
- Conduct and manage research initiatives as appropriate to the goal and scope of the job.

QUALIFICATIONS/SKILLS

- Minimum of 5 years of progressive experience in business management, project management, marketing, finance or entrepreneurship.
- Degree or Diploma in Community Economic Development, Business Administration or work experience combined with other relevant post-secondary education.
- Experience working with First Nation communities and regional organizations and a comprehensive understanding of the issues facing First Nations locally, regionally, and nationally.
- Ability to develop and analyze business plans and identify and promote relevant projects and initiatives.
- Produce media releases, promotional materials and write grant applications, manage grant deliverables and reports.
- Team building skills and financial literacy skills.
- Analytical and problem solving, research skills and decision making.
- Effective verbal, presentation, written and communication skills, to be used in negotiation and mediation situations.
- Knowledge and understanding of the Anishinaabe culture and community life would be an asset.
- Ability to prepare briefing notes, reports, updates, memorandums and related policy documents essential.
- Able to travel throughout the Robinson Huron Treaty territory to attend in-person meetings, engagement sessions, and events.

TERMS AND CONDITIONS

- Secure and maintain certification in Privacy and Confidentiality.
- Must provide a criminal record check prior to commencing employment,
- Must be able to work flexible hours.
- Valid driver's license and vehicle for on-the-job use.
- Incumbent is subject to three months' probation.

Application Deadline: No later than Friday 4 pm October 4th, 2024.

Send cover letter, resume, credentials and three related references (email addresses) to:

Attention: Hiring Committee
Robinson Huron Waawiindamaagewin
473A Highway 17 East, Cutler, ON P0P 1B0
Email: Tristen Schneider - Tristen@waawiindamaagewin.com