

INDIGENOUS ADVISOR

Position ID: J0724-0119

Job Type: Full Time

Department: Culture and Heritage

Number Of Positions: 1

Closing Date: October 28, 2024

Min Salary: \$77,320.00/Year

Max Salary: \$96,650.00/Year

As one of the fastest growing cities in Alberta, the City of Airdrie is a recognized leader in building a vibrant and sustainable community through innovation.

At the City of Airdrie, incredible opportunities happen every day in a flexible work environment that is tailored to each department. Our inclusive culture and values create a workplace where we welcome aspiring, driven and creative individuals to help us accomplish our business and community goals. We are supportive of one another, and we have fun while we serve our community. We are passionate about improving the lives of our residents through care and respect; that is the foundation of our organization. At the City of Airdrie, we learn, grow and accomplish great things together.

If you have a passion for building a better community and are ready to join the excitement, we'd love to hear from you!

The Opportunity:

The Indigenous Advisor will be the main point of contact for all matters related to Indigenous Relations for the City of Airdrie. The incumbent will focus on providing cultural expertise, engagement, and guidance to advance the City's commitment to embrace the calls to action toward Truth and Reconciliation.

- Lead the development and co-creation of a reconciliation framework and action plan
- Point of contact and interface between the City of Airdrie and Indigenous communities and organizations to increase mutual understanding and collaboration
- Provide subject matter expertise to develop, facilitate and coordinate culturally informed, collaborative relationships with external groups and communities. This includes identifying synergies and alignment with Indigenous Peoples' perspectives on corporate initiatives related to diversity, inclusion, racism, systemic barriers, biases, and accessibility for all
- Correspond with and assist Council to develop a Council Indigenous Policy formalizing their commitments to specific actions that will advance reconciliation
- Identify, convey, prepare and broker opportunities for City staff and Council to learn and understand the history of Indigenous peoples and help identify opportunities for meaningful acts of reconciliation
- Coordinate and implement a co-creation approach and strategies to building relationships with Indigenous communities by finding a balance between established City processes and applying an Indigenous approach to this work
- Provide advice and lead the development of appropriate corporate strategies and process, including providing support to various departments to facilitate development of work plans associated with calls to action within the municipal influence
- Research and apply best practices and innovative approaches to advance the City's role in reconciliation
- Liaise with other municipalities and jurisdictions and leverage information sharing
- Arrange the identification of important traditional resources and other cultural landscape elements through a Traditional Knowledge and Land Use Assessment (TKLUA). Based on this TKLUA, assist in developing a plan to ensure archeological sites are identified and protected under the Alberta Historical Resources Act and appropriate and well-informed interpretation and education awareness program is developed for public access

You Bring:

- Post-Secondary diploma or degree in Humanities, History or Heritage Resource Management, Native Studies, Indigenous Relations, Sociology
- International Association of Public Participation (IAP2) Certification would be an asset
- Minimum of five years progressively responsible for intercultural experience, preferably with a focus on working with Indigenous groups in community development activities
- A minimum of five years of experience working with Indigenous communities or in roles involving community engagement, outreach and development
- Experience or strong understanding of municipal process, laws and legislation and balancing with Indigenous traditional approaches
- Proven ability to mediate competing interests towards relationships of shared responsibilities
- Intermediate knowledge and experience using Microsoft Suite
- Demonstrated competencies in strategic and analytical thinking, decision making, leadership, report writing and excellent time management and organizational skills
- Ability to work independently in both thought and action, in research, analytical techniques, consulting and policy interpretation and development, issue identification, and problem solving are required
- Ability to establish strong working relationships both internally and externally
- Highly self-motivated and self-directed
- Strong customer service focus
- Enthusiastic and Positive

We Offer:

Along with a competitive compensation program and City paid health and dental premiums, this position also includes:

- Excellent health, dental, paramedical, and benefits plan
- First-in-class pension plan
- Career development and tuition reimbursement
- Employee discounts, annual Genesis Place pass, social events, and health & wellness initiatives

Continuous learning through training and development is encouraged as are flexible work arrangements, when possible. We recognize that our people work best when they feel engaged in their environment and appreciated for their efforts and our overall benefits package reflects that.

Additional Information:

This full time position (37.5 hours per week) includes a comprehensive benefits and pension package.

Some weekends and evening work will be required.

Next Steps:

Candidates are invited to apply online at www.airdrie.ca.