



**GICHI OZHIBI'IGE OGAAMIC  
ADMINISTRATIVE OFFICE**



**TREATY #3 INVESTMENT GROUP**

## **GRAND COUNCIL TREATY #3 EMPLOYMENT OPPORTUNITY**

**Position:** Community Engagement Specialist (Data Governance)  
**Unit:** Economic Development  
**Location:** Kenora, Dryden or Fort Frances, ON  
**Closing Date:** Open until filled

### **Job Overview:**

The Grand Council “Community Engagement Specialist: Data Governance” reports directly to the CEO of the Treaty #3 Investment Group and will plan for Grand Council Treaty #3 to facilitate an economic analysis that would review First Nation spending patterns, population projections, assess current business growth and local opportunities with municipalities, assess capacity development on First Nations and review infrastructure requirements to support partnerships.

### **Responsibilities:**

- Convene a data compilation strategy in business to procure consumer spending patterns, economic impact of Treaty #3 First Nations, organizations and consumers on the local economy.
- Promote a data governance strategy for Grand Council Treaty #3 to act as a depository, security and access centre for data. Facilitate the recruitment of Information Technology specialists, front-end developers and data specialists to Treaty #3 to transform digitization of the Nation. Develop a partnership and agreements with all local partners and agencies.
- Establish a community engagement process, meet with First Nation leadership and Tribal Agencies to better understand data governance.
- Develop a Treaty #3 specific strategy that incorporates the values and ideals of First Nation leadership, tribal agencies and citizens of the Nation.
- Work to develop a governance and statistical centre within the confines of the Anishinaabe Nation in Treaty #3.
- Establish standards for keeping traditional knowledge-based systems as intellectual property of the Anishinaabe Nation in Treaty #3. Maintain control of data collection within our jurisdiction.
- Provide access to information to Treaty #3 citizens, organizations and First Nations when data is required under our own regimes and systems.
- Establish standards for maintaining confidential information and privacy that meet and exceed Federal and Provincial regulations.
- Establish processes for review, and renewal of data management principles for GCT#3
- Organizes and attend meetings to present general information on the planned events
- Represents Grand Council Treaty 3 at meetings, workshops, and conferences and / or as directed by an immediate supervisor.
- Assists in the day-to-day administration of the Economic Unit.
- During an emergency epidemic/pandemic situation, job duties will be reviewed and reassigned accordingly

- All other related duties assigned by supervisor and Leadership of GCT#3

**Qualifications:**

- BA in Business or a relevant degree is an asset
- valid Ontario driver's license and a car
- Preference will be given to those applicants with an Anishinaabe background. Applicants that understand the Anishinaabe way of life; have a basic understanding of the Ojibwe language and understand the Anishinaabe protocols and customs
- Experience communicating and building relationships with Treaty 3 communities.
- Excellent written and verbal communication skills that take into consideration the complexity of information and intended audience.
- Ability to establish and maintain effective, respectful working relationships with GCT3 staff, Treaty #3 First Nations, and the general public.
- Excellent data management skills (including skills related to the development of spreadsheets and database systems).
- Ability to work independently and manage workloads, set priorities, meet deadlines, work under pressure, and adjust to constant change.

**Working Conditions:**

- Work weeks are 5 days, Monday to Friday, starting at 9:00am to 4:30pm
- Entitled to one hour of unpaid time for lunch and two paid fifteen-minute breaks.
- Frequently exposed to noise and a regular flow of people around the office
- Frequently assigned to changing priorities
- May be required to work extra hours and will receive compensatory time off.
- Responsible for meeting the demands of multiple priorities with multiple deadlines
- Given the nature of work and the multiple actions associated with the position and the very sensitive information gathered in an array format, any breach of confidentiality would be deemed just cause for immediate dismissal.

**All interested individuals please apply to the following:**

Human Resources Manager  
Grand Council Treaty #3  
P.O. Box 1720, Kenora, Ontario P9N 3X7  
Email: [shane.snyder@treaty3.ca](mailto:shane.snyder@treaty3.ca)

Please include three employment references, and able to provide a current Vulnerable Persons Check. We thank everyone for their interest, but only those chosen for an interview will be contacted.