



GRAND COUNCIL TREATY #3 EMPLOYMENT OPPORTUNITY

Position Title: Health Policy Analyst
Position: New Position
Salary: \$70,000.00 - 73,000.00
Location: Kenora, ON — Health Office (In Office)
Closing Date: June 18, 2026

Overview:

Reporting to the Manager of Health Policy and Governance, the Indigenous Healing and Wellness Policy Analyst supports the advancement of the Indigenous Healing and Wellness Strategy (IHWS) within the Treaty #3 Territory by developing, analyzing, and implementing culturally grounded health and wellness policies. This position plays a central role in coordinating partnerships, monitoring provincial policy directions, and ensuring that community-based perspectives guide regional and provincial health transformation efforts.

Duties and Responsibilities:

- Develop and maintain annual work plans and comprehensive reporting (monthly status reports, quarterly summaries, and project deliverables) to track IHWS implementation and other assigned programs.
- Prepare policy proposals, facilitating stakeholder discussions, intergovernmental meetings, and collaborative planning sessions related to Indigenous healing and wellness priorities.
- Monitor and analyze provincial and federal legislation, regulations, and policy developments affecting Treaty #3 communities and the IHWS framework, preparing impact assessments and recommendations.
- Represent Grand Council Treaty #3 in national, regional, and local forums, providing policy positions and advocacy grounded in Indigenous knowledge and community priorities.
- Support Treaty #3 IHWS partners and affiliates by coordinating the Collaboration Table and other inter-ministerial engagement mechanisms to align policy efforts across jurisdictions.
- Prepare briefing notes, policy briefs, and information materials for leadership and community dissemination, including newsletter articles and knowledge products.
- Maintain ongoing communication with supervisors and leadership regarding emerging health and wellness issues, legislative changes, and risk analyses.
- Strengthen relationships with administrative peers and affiliate partners to ensure coordinated implementation of IHWS initiatives and responsive program development.
- Lead or assist in planning and facilitating conferences, seminars, and engagement sessions that advance healing and wellness policy objectives.
- Monitor compliance and completion of required program reporting, ensuring accountability and continuous improvement.
- Adapt responsibilities as necessary during public health emergencies to meet evolving community and organizational priorities.

Qualifications:

- Post-secondary education in public policy, Indigenous studies, health sciences, or a related field, or equivalent experience in Indigenous governance and health policy.
- Strong understanding of Indigenous healing and wellness approaches, traditional health knowledge, and community engagement protocols.
- Experience analyzing government policy and developing culturally appropriate recommendations.
- Excellent communication, facilitation, and relationship-building skills across government and Indigenous contexts.
- Familiarity with Treaty #3 territory governance structures and partnerships with provincial ministries.
- Ability to manage multiple initiatives, meet reporting deadlines, and work collaboratively as part of a multidisciplinary team

- Current/valid vulnerable sector criminal records check.
- Ability/willingness to travel as required.
- Valid Class G Driver's license, or willingness to obtain, and access to a reliable vehicle.

Please send a cover letter, resume, and contact information for 3 references to the attention of:

Human Resources Department

Grand Council Treaty #3

P.O. Box 1720, Kenora, Ontario P9N 3X7

Email: careers@treaty3.ca

We thank all those who apply. Only applicants selected for an interview will be contacted. Submission of a criminal record check is required prior to the offer of employment. **We at Grand Council Treaty 3 are committed to transparency in our hiring process and do NOT use AI in the screening process.**