



GRAND COUNCIL TREATY #3 EMPLOYMENT OPPORTUNITY

INTERNAL / TREATY 3 COMMUNITY POSTING ONLY

This position is open only to internal GCT3 staff and Treaty 3 members. Applicants must identify their community. Not open to the general public.

Position Title: Indigenous System Coordinator

Position: Existing Position

Salary: \$63,000.00 - 68,000.00

Location: Flexible – In Office

Posting Date: October 28, 2026

Closing Date: November 4, 2026

Overview:

The Indigenous Systems Coordinator will provide policy analysis, research, systems coordination, community and leadership engagement, and strategic support on issues affecting First Nations health. The position will have a particular focus on mental health, addictions, substance use, and emerging health priorities.

The successful candidate will build strong relationships with Treaty #3 leadership, First Nations communities, regional organizations, government ministries, health system partners, and other stakeholders. The position will also participate in provincial and regional planning tables and bring Treaty #3 priorities and perspectives forward in external discussions.

Duties and Responsibilities:

- Support Treaty #3 leadership in identifying health system gaps, barriers, emerging issues, and opportunities.
- Conduct research, environmental scans, policy reviews, and analysis related to Indigenous health and health systems.
- Prepare briefing notes, reports, policy recommendations, presentations, and other materials for leadership.
- Coordinate and facilitate meetings, engagement sessions, working groups, and planning activities with communities, leadership, and partners.
- Participate in Ministry of Health, Indigenous Services Canada, provincial, regional, and cross-sector planning tables.
- Build and maintain effective relationships with First Nations communities, health organizations, government partners, and service providers.
- Support initiatives related to mental health, addictions, substance use, life promotion, and other identified Treaty #3 health priorities.
- Identify opportunities to improve service coordination, partnerships, referral pathways, and access to culturally appropriate services.
- Monitor relevant provincial and federal policies, programs, funding opportunities, and emerging health issues.
- Prepare reports and deliverables required under Ministry of Health funding agreements and other applicable agreements.
- Support emergency and emerging health responses as required.
- Perform other related duties as assigned by the supervisor and/or Treaty #3 leadership.
- During an emergency epidemic/pandemic situation, job duties will be reviewed and reassigned accordingly

Qualifications:

- Post-secondary diploma or degree in health, social sciences, public administration, Indigenous studies, or a related field.
- Experience working in Indigenous health, First Nations health administration, health or social services, policy, systems coordination, or a related environment.
- Knowledge and understanding of First Nations health systems and the priorities and needs of Treaty #3 communities.
- Experience developing reports, briefing materials, policies, work plans, or recommendations.
- Strong research, analytical, organizational, communication, and relationship-building skills.
- Demonstrated ability to work collaboratively with communities, leadership, government, and external partners.
- Ability to manage competing priorities and meet deadlines.
- Strong written and verbal communication skills.
- Ability to maintain confidentiality and exercise sound judgment.
- Knowledge of Anishinaabe culture, communities, and perspectives is considered an asset.
- Ability to speak and/or write Anishinaabemowin is considered an asset.
- Experience working with provincial or federal health ministries is considered an asset.

Please send a cover letter, resume, and contact information for 3 references (email preferred) 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.**