GICHI OZHIBI'IGE OGAAMIC
ADMINISTRATIVE OFFICE

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 with their community. Not open to the general public.

Position Title: Senior Policy Analyst
Position: New Position
Salary: $70,000 - 80,000
Location: Flexible
Posting Date: November 19, 2026
Closing Date: November 26, 2026

Overview:

The Grand Council Treaty #3 Kaakewaaseya Justice Department is seeking a skilled and strategic Senior Policy Analyst to research, policy development, and program evaluation across the justice and cultural portfolio. This role will collaborate with government partners, Treaty 3 communities, external stakeholders, and internal teams to advance portfolios in the cultural pillar of the GCT3 4 Direction Governance model. The role will lead policy initiatives and build resources to ensure effective implementation and participation from the Anishinaabe Nation in Treaty #3 across the cultural portfolio.

Duties and Responsibilities:

- Develop policy proposals, position papers, and briefing notes to support Grand Council Treaty #3 justice and cultural portfolios.
- Lead the investigation of trends, opportunities, and challenges related to the cultural portfolio policy areas within Treaty #3 territory.
- Review and analyze legislation, public policy, and best practices to recommend options aligned with restorative justice and Anishinaabe Inaakonigewin.
- Provide impact analyses informed by monitoring federal and provincial policy developments.
- Conduct surveys and evaluations of department programs as required by the Justice Director & Cultural Chiefs Committee.
- Prepare proposals, annual work plans, and monthly status reports.
- Prepare and submit monthly briefing notes to the Office of the Ogichidaa.
- Provide regular communication to management on emerging or current issues.
- Respond to internal and external information requests, including presentations.
- Prepare media releases for the Office of the Ogichidaa and the Justice team.
- All other related duties assigned by the Justice Director and Leadership of GCT#3.

Qualifications:

- Graduation from, or work-related experience in, the following fields: Law, Criminology, Law and Justice, Law Enforcement, Social Work, Psychology, IRS and Community Services
- Minimum of 3 years of experience in policy analysis, development, or advocacy, preferably within a justice-related field.
- Knowledge of Aboriginal culture, traditions, and practices; Ability to speak Anishinaabemowin is an asset.
- Strong understanding of restorative justice practices, criminal justice reform, and Indigenous legal traditions.
- Excellent research, analytical, and communication skills. Ability to work independently and collaboratively.
- Excellent written and verbal communication skills.
- Self-motivated individual with strong organizational and interpersonal skills.

- Ability to work independently as well as part of a team; Excellent decision making and problem.

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 are committed to transparency in our hiring process and do NOT use AI in the screening process.**