

EMPLOYMENT OPPORTUNITY



The Confederacy of Mainland Mi'kmaq Office of the Executive Director Training Coordinator (Capacity Development Team)

About The CMM

The Confederacy of Mainland Mi'kmaq (The CMM) is a Tribal Council representing the eight Mi'kmaq communities of mainland Nova Scotia. Our mission is to proactively promote and assist Mi'kmaq communities' initiatives towards self-determination and enhancement of community. The CMM's Office of the Executive Director (OED) is currently looking for a motivated and knowledgeable candidate to fill the role of Capacity Development Team **Training Coordinator**.

The Capacity Development Team (CDT) is a collaborative initiative, administered by CMM and guided by a national committee of Indigenous executives and Fisheries and Oceans Canada (DFO) staff, that is national in scope and focused on increasing the capacity of Indigenous communities and organizations participating in the aquatic and oceans resource management space. The CDT will seek to help Indigenous communities maximize their capacity through organizational planning, employment and training support, career wayfinding, and the development of Indigenous-led collaborative aquatic and oceans management and stewardship. The CDT is comprised of a national CDT Lead, four regionally based CDT Advisors on the Pacific and Atlantic coasts, and a national CDT Training Coordinator.

Position Overview

The CDT Training Coordinator has a national preview and will support collaborative efforts to help Indigenous communities and organizations maximize capacity through employment, skills development, and training. The Training Coordinator advances relevant career paths and encourages collaborative fisheries management and stewardship.

Overview of Responsibilities:

Reporting to the CDT Lead, the Training Coordinator supports Indigenous groups to identify, plan and implement the organizational training and skills development capacities needed to carry out their work, including financial and human resource management, and scientific and technical expertise.

The Training Coordinator is central to providing and facilitating training capacity for Indigenous participants and communities. The ideal candidate will serve as a liaison between Indigenous groups, the CDT, DFO and other partners, to facilitate service delivery and provide community-based training and skills development and human resources advice – this includes increased collaboration in conservation efforts and active encouragement of the conservation of fish and aquatic populations.

Services delivered include planning, facilitating, organizing and coordinating training and skills development; providing guidance and advice on AAROM training; monitoring and tracking outcomes and identifying funding sources.

This is a work-from-home position requiring frequent travel across Canada, without regular oversight. Most of the work will be carried out in English, but skills in French and/or Inuktitut, Michief or First Nations languages are an asset.

Position Requirements:

The ideal candidate has several years' experience in community development, adult education, HR, consulting or a related field, and is a well-informed community-driven leader, with understanding of the nuances of Indigenous aquatic and oceans resource management, and the socio-political and cultural context of Indigenous communities. Preference will be given to self-motivated candidates with project management, event planning, negotiation, business and strategic planning, stewardship, communications and human resources skills.

The ideal candidate can work independently with professionalism, tact and diplomacy and the ability to prioritize and complete multiple assignments. This position requires post-Secondary education and at least five years' experience in a relevant field (community development, economic development, adult education, HR or equivalent). Additional assets could include experience in advisory and consultation with Indigenous communities, familiarity with Indigenous issues, culture, governance and practices. The ideal candidate may also be capable of technical work in aquatic, fisheries, or oceans resource management training with a demonstrated ability to organize, coordinate and facilitate small-to-medium-sized meetings and events.

Why work with us?

The Confederacy of Mainland Mi'kmaq (The CMM) is well known throughout Canada as a professional organization that is committed to providing a pleasant and healthy working environment for all its employees. As an organization, we understand that a great work/life balance is essential to success. As a full-time employee you can expect:

- An atmosphere that is both professional and family oriented.
- Enrollment in the organization's benefits packages on your first day of employment with no waiting period, which includes Health & Dental, and Employee & Family Assistance Program (EFAP).
- Generous amounts of paid time off (Paid Statutory Holidays plus St. Anne's Day and Aboriginal Day, Summer Shutdown (2 weeks), Christmas Shutdown (roughly 2 weeks), plus 1 week of discretionary vacation time (up to 2 weeks with 10 years of service).
- Social Committee, Staff Days, Staff Knowledge Days, etc.

If you would like to join The CMM Family, please see below on how to apply for this position.

Salary/Employment Term:

Salary Range: \$90,000 - \$100,000 per year. This is a Permanent Position (pending successful one-year probationary contract).

Application Deadline: Open Until Filled

Submit Cover Letter AND Resume to:

Human Resources
c/o The Confederacy of Mainland Mi'kmaq
PO Box 1590, Truro, Nova Scotia B2N 5V3
Email: HR@cmmns.com

*We are an equal opportunity employer; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. **Only those applicants who provide an up-to-date CV along with a cover letter and qualify for an interview will be contacted.** The successful candidate may be required to submit a current criminal record check. **Applicants must provide proof of Canadian Citizenship or Permanent Residency.***