



Employment Opportunity

Position: **Health and Safety Advisor**
Status: Full-time Term Contract
Opening Date: November 18, 2024
Location: Thunder Bay, ON

Posting Reference #: NTC 202419
Contract End Date: July, 2025
Closing Date: November 25, 2024

Join Nokiiwin Tribal Council, a dynamic and rapidly expanding non-profit organization committed to fostering growth and prosperity in collaboration with our five member First Nations. If you're passionate about making a positive impact in areas such as governance, finance, access to justice, economic development, community planning, technical, and education services, we invite you to explore exciting opportunities with us. Learn more about our mission at www.nokiiwin.com and be a part of a meaningful journey towards community empowerment and unity.

Nokiiwin Tribal Council needs one (1) experienced, knowledgeable, and motivated Health & Safety Advisor. Working in a team centered environment, the Advisor will work alongside the Health & Safety Wellness Advisor.

This position will be guided by our G'minoomaadozimin "We Are Living Well" Health & Safety initiative aimed to enhance the health and safety, mental health practices, supports and resources following Anishnaabe Culture and practices for Nokiiwin member First Nation communities by capturing the teachings and the intention for how each of us respects one another, our workplace, and our community.

Summary of Duties:

- Provide technical support in all aspects of health and safety compliance to Nokiiwin member First Nation communities, economic development initiatives, small business, and entrepreneurs
- Identify ways to address health and safety issues from a community and business perspective at the level of Chief and Council and individual community members
- Develop all relating workplans, budgets, policies, and procedures
- Develop and execute the project plan with key milestones and deliverables
- Coordinate services and training within communities in a timely manner
- Identify evidence-based best practices for First Nation health & safety services
- Work with Steering Committee representatives of Nokiiwin member First Nations
- Act as a liaison between communities and Nokiiwin's partner Health & Safety Associations
- Solidify existing partnerships with Health & Safety Associations and subject matter experts who will play key roles in the project
- Explore opportunities to partner with other SME's that can build synergy to support the initiative and the communities moving forward
- Manage overall budget, approval of allocations, and maintenance of appropriate documentation
- Successful candidate will be required to participate in the Cultural Sensitivity Trauma Informed Training.

Preferred Qualifications:

- Possess a post-secondary degree or diploma in health & safety along with proven experience in a related field demonstrating a federal and provincial understanding of health and safety. First Nations health & safety experience considered an asset.
- Education and/or experience in human resources from a generalist capacity
- Certification as a Canadian Registered Safety Professional preferred or willingness to obtain
- Experience in building/rolling out a health & safety program; applicable training, policies/procedures
- Ability to teach others how to conduct workplace inspections, report findings and assess unsafe situations
- Strong coordination skills to organize an annual health & safety conference
- Experience with project management and project management principles
- Knowledge of the issues facing First Nations communities and members
- Strong communication, time management, problem solving and business writing skills
- Experience with facilitation and knowledge First Nation community engagement protocols
- Must be computer literate including MS Office and Internet use
- Fluency in Anishnaabe, knowledge and appreciation of Anishnaabe culture and heritage are assets
- Valid driver's license and current satisfactory criminal reference check is required
- Ability to travel extensively and work in Nokiiwin communities
- Successful completion of a Level 1: Police Criminal Record Check (PCRC)

Interested applicants should apply online at www.indeed.com and submit your cover letter, resume, and 3 work-related references to:

Attention: Human Resources, Nokiiwin Tribal Council

Deadline for Application: November 25, 2024

Only candidates who meet the qualifications and are granted an interview will be contacted.

Nokiiwin is an equal opportunity employer and is committed to providing employment accommodation in accordance with the Canada Labour Code and Accessible Canada Act. If you require accommodation to apply or if selected to participate in an assessment process, please advise Human Resources.