

## **Remote Hiring Policy Frequently Asked Questions**

### **What is the Remote Hiring Policy?**

This interim policy allows some Government of Nunavut (GN) positions to be advertised as “eligible for remote work” and staffed remotely on a temporary (term) basis.

### **Why was this policy put in place?**

This policy was put in place as an interim measure to address critical capacity challenges within the GN.

### **Who determines what positions are eligible for remote hiring?**

Cabinet approval is required to advertise positions as eligible for remote work. Eligibility is limited to positions that are specialized and hard-to-fill.

### **How long will this policy be in place?**

This policy is in place for three years – from October 12, 2023 to October 12, 2026.

### **Are the employees hired under this policy going to be working outside of Nunavut?**

Employees hired under this policy may work from anywhere in Canada. This includes both within and outside of Nunavut.

### **What is a specialized, hard-to-fill position?**

Under this policy, a specialized, hard-to-fill position refers to a professional occupation that generally requires specialized credentials or certification to practice that has proven difficult and challenging for the GN to hire a qualified candidate over a sustained period.

### **What categories of positions are not eligible for remote hiring?**

GN positions in Executive, Senior Management, Middle Management, Paraprofessional, and Administrative Support categories are generally not eligible for remote hiring.

### **How do I know if a position is eligible for remote hiring?**

The Department of Human Resources maintains a list of positions that Cabinet has approved as eligible for remote hiring.

**How do I know if a position is being advertised as eligible for remote hiring?**

The advertisement will indicate that the position is “eligible for remote work”.

**Will the position only be offered remotely?**

No. The position will also be advertised in the home community.

**How will this policy impact Inuit?**

Remote hiring is not intended to be a substitute for the GN’s normal recruitment and hiring process or Inuit Employment Plan. The Priority Hiring Policy applies to remote hiring.

**Are there specific terms and conditions of employment for employees hired under this policy?**

Yes. Prior to the start date of employment, all remote hires will be required to sign off and comply with a Remote Hire Agreement that includes provisions specific to remote work (e.g. health and safety, insurance, location and hours of work)

**Will an employee hired remotely receive the same compensation and benefits as GN employees working from a designated GN workplace?**

An employee working remotely outside of Nunavut will not receive Nunavut Northern Allowance, the Nunavut Household Allowance or any other incentives related to residing in Nunavut.

**Will employees hired under the Remote Hiring Policy be indeterminate GN employees?**

No. An employee working remotely under this policy will be hired as a term employee for a maximum period of 3 years.

**What happens at the end of the employee’s term employment?**

GN term employment is intended to meet temporary business needs. Therefore, the term hire’s employment with the GN terminates at the end of term.

The GN may consider offering indeterminate employment to a remote hire who, at the end of the term, agrees to work from the designed GN workplace (i.e. in position’s home community). In such circumstances, relocation benefits would be available to the employee. However, staff housing may not be available.

**I am a GN employee. Can I apply on a position that is advertised under the Remote Hiring Policy?**

Yes. However, if a GN employee is the successful candidate and chooses to work remotely from outside of their current community, they will not be eligible for relocation benefits.

**I am an indeterminate GN employee. If I am the successful candidate in a remote hiring competition and wish to work remotely, can I request a transfer assignment in order to maintain my indeterminate status?**

No. The employee would be offered term employment.

**I am a GN employee. Can I work remotely in my current position or request a transfer assignment into a position that is eligible for remote work under this policy?**

No. This policy is to be exclusively for competitive hiring.

**Are there any options for GN employees to work remotely?**

The Department of Human Resources is currently developing a Telework Policy that will outline work arrangements available for eligible GN employees to do their jobs from a location other than the designated GN workplace.

**How can I learn more about this policy?**

More information is available at <https://gov.nu.ca/human-resources/information/policies>.

If you are a GN employee, you can contact your department's Human Resources representative for additional information.