



ᐅᑦᑎᐱᐅᑦ ᐅᑦᑎᐱᐅᑦ ᐅᑦᑎᐱᐅᑦ
Building Nunavut Together
Nunavut Iluqatigiingniq
Bâtir le Nunavut ensemble

GOVERNMENT OF NUNAVUT EMPLOYMENT OPPORTUNITY

Title: Program Officer
Department: Community and
Government Services
Community: Iqaluit
Reference Number: 14-506334
Type of Employment: Term

Salary: \$88,608 per annum, 37.5 hour/week
Northern Allowance: \$15,016 per annum
Union Status: Nunavut Employees Union
Housing: Subsidized Staff Housing is not Available
Closing date: November 27th, 2020
@11:59pm EST

As per HRM Directive 518, this employment opportunity is restricted to Government of Nunavut employees only.

Reporting to the Manager, Federal Contributions and Relations, the Program Officer is responsible for ensuring complex infrastructure funding reporting mechanisms and relationships, performance measurement and communications are met. The business processes, guidelines, protocols, procedures, and templates/tools are in place to provide accurate and timely tracking and reporting on contributions and training sessions are developed and designed to address gaps in municipal capacities, unique circumstances, and priorities. Included in the purpose of this position is the provision of expertise, support and guidance in the implementation and administration of communication activities, project criteria/indicators and other obligations attached to capital funding agreements and the analysis of post-project and program data and information to measure the relevance and fulfillment of efficiency, effectiveness, impact and/or sustainability goals.

The knowledge, skills, and abilities required for this job are usually obtained through a recognized University Degree in Community Development or Social Sciences, Political Science, Public Administration, Information/Data Management or related field along with two (2) years of related experience in program management, business process management, project management or managing grants and contributions programs.

The Official Languages of Nunavut are Inuktitut, Inuinnaqtun, English, and French. Fluency in Inuktitut is an asset. Knowledge of Inuit language, communities, culture, land and Inuit Qaujimagatuqangit is an asset.

Equivalencies that consist of an acceptable combination of education and experience may be considered.

An eligibility list may be created to fill future vacancies.

If you are interested in applying for this job, please email your cover letter and resume to GNHR@gov.nu.ca. Please include the REFERENCE # in the subject line of your email.

- The Government of Nunavut is committed to creating a more representative workforce so it can better understand and serve the needs of Nunavummiut. Priority will be given to Nunavut Inuit. Candidates must clearly identify their eligibility in order to receive priority consideration under the Nunavut Priority Hiring Policy.
- Employment in some positions requires an acceptable criminal record check. Possession of a criminal record will not necessarily disqualify candidates from further consideration.
- Applicants may submit their resume in the Official Language of their choice.
- Eligibility list may be created to fill future vacancies.
- Job descriptions may be obtained by fax, email or on the website.
- Only those candidates selected for an interview will be contacted.

CONTACT: Department of Human Resources, Government of Nunavut
PO Box 1000, Station 430, Iqaluit, Nunavut X0A 0H0
www.gov.nu.ca/public-jobs

Phone: (867) 975-6222
Toll Free: 1-888-668-9993
Fax: (867) 975-6220
Email: gnhr@gov.nu.ca