Building Nunavut Together
Nunavuliuqatigiingniq
Bâtir le Nunavut ensemble

GOVERNMENT OF NUNAVUT
EMPLOYMENT OPPORTUNITY

Title: Assistant Deputy Minister, Local Government
Department: Community and Government Services
Community: Rankin Inlet
Reference Number: 14-506374
Type of Employment: Indeterminate

Salary: $126,287.00 - $180,410.00 per annum
Northern Allowance: $18,517 per annum

Union Status: Senior Management- Excluded
Housing: Subsidized Staff Housing is Available
Closing date: November 27, 2020 11:59pm

This is a Position of Trust and a satisfactory Criminal Record Check is required.

Reporting to the Deputy Minister, Community Government & Services (CGS), the Assistant Deputy Minister, Local Government is accountable for the effective and efficient implementation of policy framework, technical support, recreational initiatives and all capital initiatives for regional offices and for all 25 communities to assist in delivering programs and services essential to positive community life and to provide a safe, healthy environment for community residents. The ADM, Local Government will work within a legislative and policy framework in accordance with Government of Nunavut Acts, the Cities, Towns and Villages Act, the Hamlets Act, the Charter Communities Act, the Nunavut Territories Act and other territorial legislation enforced by CGS.

Responsible for providing support to the Deputy Minister and Minister responsible for CGS, this position will lead and contribute to efficient and effective leadership, management, delivery and administration of department legislation, programs and services; evaluate the need for programs and services; select, develop, direct, motivate and evaluate subordinate staff; assist in the development of the CGS strategy planning process; provide effective and efficient management of human and financial resources while ensuring resources are within budgetary limits as well as maintain effective public relations and community awareness. The incumbent will have eight (8) direct reports and will contribute to Inuit Employment Planning (IEP) to assist in obtaining IEP objectives obligation under the Nunavut Agreement Article 23 by identifying training requirements and develop short, medium and long-term education and training plans for staff. The incumbent will be required to frequent travel to all regions of Nunavut.

To be successful in this position, you must have extensive knowledge and experience working in a municipal government senior position involving oversight of:
Municipal Governance; Annual municipal elections; Municipal finance; Community Operations; Community planning; Capital planning; Federal funding programs; Managing political situations and expectations; Carrying out municipal government mandates; Emergency management, response, mitigation, planning and training

This set of knowledge, skills and abilities would normally be acquired through post-secondary degree in related fields such as Public Administration, Urban Planning, Civil Engineering or related field with a minimum of 8 years progressive managerial experience in a related field.

Equivalencies that consist of an acceptable combination of education, experience, knowledge, skills and abilities may be considered.

Fluency in more than one of Nunavut's official language is an asset.
Knowledge of Inuit language, communities, culture, land and Inuit Qaujimajatuqangit is an asset.

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 KivalliqHR@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 899, Rankin Inlet, Nunavut X0C 0G0
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