



GOVERNMENT OF NUNAVUT EMPLOYMENT OPPORTUNITY

Title: Policy Analyst, Corporate Policy

Department: Nunavut Housing Corporation

Community: Iqaluit

Reference Number: 2022-03-NHC-13670

Type of Employment: Indeterminate

Salary range: \$100,780 to \$114,378 per year,
37.5 hours/week

Northern Allowance: \$16,008 per year

Union Status: Excluded

Housing: Subsidized Staff Housing is not Available

Closing date: Open until filled.

This employment opportunity is restricted to residents of Iqaluit only.

The Government of Nunavut was selected as one of Canada's Best Diversity Employers, and Top Employer for Young People and recent graduates in 2022. With one of the fastest growing and youngest populations in Canada, Nunavut is a dynamic, vibrant territory, committed to becoming an even better place for future generations. As a government, we are strengthening our unique model of governance - one that integrates Inuit societal values, promotes use of the Inuktitut language, achieves a representative public service, and collaborates with partners to achieve the promise of Nunavut. Successful applicants will enjoy a competitive salary, medical and dental benefits, a defined benefit pension plan, continuous service bonuses, relocation support, and opportunities for training and career advancement.

The Nunavut Housing Corporation is an agency of the Government of Nunavut which serves the housing needs of one of the fastest growing populations in Canada. NHC's mandate is to create, co-ordinate, and administer housing programs to provide fair access to a range of affordable housing options to families and individuals in Nunavut. NHC has recently launched The Nunavut 3000 Strategy, (www.igluliugatigiingniq.ca) which is a collaboration between the government and its partners to deliver 3,000 new units across the housing continuum by 2030.

Reporting to the Director, Policy and Strategic Planning, the Policy Analyst, Corporate Policy is responsible for the development and coordination of the Corporation's strategic planning, policies and procedures and communications. The successful candidate will take initiative in recommending the creation or amendment of legislation, or the development of new policies or procedures, in accordance with current research and political priorities supported by thorough analysis.

Key responsibilities of the successful candidate will also include:

- Providing secretarial support to the Minister, Board of Directors, Senior Managers and Executive Committees;
- Performing comprehensive assessments of proposed policies and programs;
- Coordinating the development of housing research projects and related socio-economic studies;
- Monitoring and critiquing political, social, economic, and demographic developments affecting housing; and
- Preparing and editing official submissions and special correspondence as required.

The knowledge, skills, and abilities required for this job are usually obtained through a relevant post-secondary university degree with two (2) years' relevant work experience. Proven experience is required in two or more of the following areas: policy research and development, program analysis, market analysis, strategic planning, media relations, communications, public relations, and marketing. Experience in analyzing housing markets, project management, or performing a coordinating role with an agency, board or crown corporation is considered an asset.

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

- The Government of Nunavut is committed to creating a representative workforce; therefore, priority will be given to Nunavut Inuit who self-identify as being enrolled under the Nunavut Agreement in accordance with the Priority Hiring Policy.
- Government of Nunavut employees serving a probationary period must obtain and provide written authorization from the deputy head of their employing department. The authorization from the deputy head must accompany your application for your application to be considered.
- Possession of a criminal record may not disqualify candidates from being considered. An assessment of the criminal record will be measured against the scope and duties of the position. This is only a requirement for positions that require a satisfactory criminal record or vulnerable sector check.
- Applicants may submit their resume in any of the Official Languages of Nunavut.
- Only those candidates selected for an interview will be contacted.
- The onus is on candidates in receipt of foreign post-secondary education credentials to have their foreign credentials assessed through a recognized Canadian education institution. Failure to do so may result in the rejection of their application.

CONTACT: Nunavut Housing Corporation
Government of Nunavut
PO Box 1000, Station 1400
Iqaluit, Nunavut X0A 0H0
<https://www.nunavuthousing.ca/careers?&lang=en>

Phone: (867) 975-7203
Fax: (867) 979-4194
Email: NHCCareers@gov.nu.ca



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Building *Nunavut* Together
Nunavut Iluqatigiingniq
Bâtir le *Nunavut* ensemble

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The Official Languages of Nunavut are Inuktitut, English and French. Applicants may submit their resume in any of the official languages of Nunavut. Fluency in more than one of Nunavut’s official languages would be considered an asset. Knowledge of Inuit communities, culture, land, Inuit Qaujimaqatuqangit, Inuktitut and experience working in a northern cross-cultural environment are also considered assets.

Acceptable combinations of education and experience may be considered for this position. We encourage you to apply if you have equivalent years of education and/or experience equal to the education and experience requirements listed above.

An eligibility list may be created to fill future vacancies.

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