

## **GOVERNMENT OF NUNAVUT**

## **EMPLOYMENT OPPORTUNITY**

**Title:** Regional Manager Income Assistance

**Department:** Family Services **Community:** Cambridge Bay

Reference Number: 17-508285

Type of Employment: Indeterminate

**Salary range:** \$ 100,780.00 to \$ 114,378.00 per year,

37.5 hours/week

Northern Allowance: \$ 20,891.00 per year

Union Status: Excluded

**Housing:** Subsidized Staff Housing is Available

Closing date: May 3, 2024 @ 11:59 p.m. mountain time

This employment opportunity is restricted to all Nunavut Inuit.

Reporting to the Regional Director, Income Assistance & Career Development, the Regional Manager Income Assistance is responsible for all aspects of service delivery of the Income Assistance Programs in the Income Assistance Delivery Office. The incumbent shall develop and monitor budget allocations and expenditures, supervise staff, evaluate community Income Assistance Delivery Programs, provide training to department and community staff and participate as a member of the Family Services team. The incumbent will be responsible for providing communities with expert advice and direction in the delivery of Income Assistance policy and regulations, Income Assistance Programs presently include Social Assistance, Daycare Subsidies, Senior Citizens Supplementary Benefit, and Seniors Fuel Subsidy programs.

The Regional Manager Income Assistance position supervises Income Assistance Workers, Administrative Support Staff, Casual employees and may indirectly supervise contracted hamlet employees. Expenditure decisions in this program can have immediate client impact. The incumbent is required to liaise with other government departments as well as community government and agencies. Program design and delivery can have a great impact on client well-being.

The knowledge, skills, and abilities required for this job is most commonly acquired through a Bachelor's Degree in Business Administration, Economics, Commerce or related field such as Bachelor of Arts, degree in Social Work or Education, 2 years of related experience is required along with 1 year experience in supervision and management of employees. Previous course work in Career Development and Human Resources is an asset.

This is a Highly Sensitive Position and a satisfactory Criminal Record Check, along with a clear Vulnerable Sector Check is required.

The Official Languages of Nunavut are Inuktut, 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 Qaujimajatuqangit, Inuktut 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.

If you are interested in applying for this job, please email your cover letter and resume to <a href="https://hrkitikmeot@gov.nu.ca">hrkitikmeot@gov.nu.ca</a>. 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:** Department of Human Resources

Government of Nunavut

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