



Native Women's
Association of Canada

L'Association des
femmes autochtones
du Canada

Senior Policy Advisor Position

Term: 6-month term with possibility of extension
Areas of Expertise: Disability, Accessibility legislation, or Employment Equity
Number of Positions: 1
Closing Date: Open until filled
Location: Remote - Telework

Your Impact

The Native Women's Association of Canada (NWAC) is a political advocacy organization representing the interests of First Nation, Métis, and Inuit women, girls, and gender diverse people, including those who are non-status. NWAC is an aggregate of Indigenous women's organizations from across Canada with representation in each province and territory, and was incorporated as a non-profit organization in 1974.

This exciting opportunity aims to make a difference in the lives of Indigenous women, girls and gender diverse people at both local and national levels.

General Duties

The NWAC Senior Policy Advisor (Disability & Accessibility) will:

- Plan, develop, and implement strategic policy work plans for NWAC policies and projects on a series of disability- and accessibility-related policy priorities impacting Indigenous communities;
- Conduct qualitative and quantitative research and analysis in these priority areas to support policy development within NWAC, other advocacy organizations, and government bodies to best advocate for Indigenous women and gender-diverse people living with disabilities;
- Establish and execute effective networking strategies with various rightsholders and stakeholders such as provincial and territorial associations, Indigenous women and gender-diverse community members and their families, Indigenous non-profit organizations, and private sector stakeholders;
- Provide thorough and concise briefings on policy areas to the President and CEO to help guide NWAC's overall decision-making processes and policy directions;
- Plan and carryout community consultations, engagements, and information gathering sessions on policy areas relating to equity, inclusion, and accessibility;

- Develop various documents related to policy directions such as: press releases, research and analysis papers, data analysis reports, policy documents, fact sheets, etc.;
- Participate in and represent NWAC at various policy meetings with rightsholders and stakeholders to support policy directions and report outcomes to the Senior Director.

What we Value

- We value diversity, sharing, adaptability and a willingness to learn;
- NWAC's policy unit strives to be authentic, respectful, responsive, and anti-oppressive. We value decolonized and community-based approaches to policy that are informed by the lived experiences of Indigenous women, girls, and gender diverse people;
- We value inclusive, intersectional, and gender-based approaches to all our policy work.

How we Work

- Informed by our guiding principles, methodology, and ethics, we identify, research, and respond to different policy issues following our Policy Development Framework;
- We are prepared to research and advocate for short, medium, and long-term priorities as well as immediate and urgent needs as they emerge;
- To ensure we remain accountable, we continuously engage with our Board of Directors and communities, consistently apply our Guiding Principles, prioritize inter-departmental collaboration and knowledge translation, and conduct analysis and process evaluation.

Criteria

Education and Experience Requirements

- University degree in policy, law, social sciences, health or other related studies;
- Master's Degree is an asset;
- Significant and relevant experience in co-developing and implementing qualitative and quantitative research with Indigenous peoples, and presenting gathered information in various documents and reports;
- Experience working with senior officials and decision-makers, including Directors and above;
- At least 6 years of relevant work with NGOs, Indigenous organizations, interest groups, government agencies, or business/corporate entities in a policy function.

Knowledge

- Knowledge and understanding of historical and contemporary concerns and issues Indigenous women, girls, and gender diverse people face on Turtle Island
- Knowledge and understanding of Canadian disability legislations as well as the United Nations Convention on the Rights of Persons with Disabilities (UNCRPD)
- Knowledge of key issues impacting Indigenous women, girls, and gender-diverse people living with or impacted by disabilities in Canada and internationally;

- Understanding and knowledge of Indigenous best practices concerning the promotion and protection of Indigenous women's and gender diverse people's rights;
- Knowledge and understanding of the diverse cultures, histories, and traditions of Indigenous Peoples in Canada and internationally;
- Understanding of Indigenous social policy including violence prevention, housing, education, languages, de-carceration, child and family services, disability rights, harm-reduction, etc.

Skills and Abilities

- Ability to respectfully conduct research and analysis with Indigenous peoples and present information in various reports;
- Ability to develop recommendations to support senior management with their decision-making processes with policy directions;
- Ability to develop and deliver presentations to various groups of rightsholders and stakeholders;
- Ability to resolve conflicts, facilitate meetings, and to seek solutions for policy directions;
- Ability to work in a fast-paced environment with changing priorities and short deadlines;

Effective Skills

- Leadership
- Interpersonal skills
- Analytical skills
- Flexibility/adaptability
- Conflict resolution and mentorship
- Collaboration with diverse partners
- Integrity and respect

Language

- Fluency in English is essential. Knowledge of French and Indigenous languages is an asset.

Preference will be given to First Nations, Metis, Inuit and women and gender diverse of Indigenous ancestry; please self-identify.

We thank all applicants for their interest in this opportunity. Only those selected for an interview will be contacted.

Accommodations will be provided at all stages of the hiring process. We ask applicants to make their needs known in advance.

Please submit resume and covering letter to: apply@nwac.ca