



SAGAMOK ANISHNAWBEK

4007 Espaniel Street, Box 2230
Sagamok, ON, P0P 2L0

705-865-2421

www.sagamokanishnawbek.com



EMPLOYMENT OPPORTUNITY Claims and Negotiations Coordinator

Job Summary:

The Claims and Negotiations Coordinator provides essential support on claims and negotiations related to Sagamok Anishnawbek's rights, lands, resources, and waters. They are responsible for coordinating aspects of the claims and negotiations process under the direction of the Director of Claims and Negotiations. This involves coordinating and supporting negotiations with resource development companies, federal and provincial governments and others.

In performing their work, the Claims and Negotiations Coordinator also works closely with contractors and Sagamok Anishnawbek staff who perform historical research and various forms of analysis (e.g., lands, environmental, impact analysis, etc.) Working closely with legal counsel, community members, and Sagamok Anishnawbek leaders, they will support the development of effective strategies and negotiations to secure favorable outcomes for our First Nation.

They will possess extensive knowledge and understanding of Indigenous rights, treaties, and land claims processes. Exceptional analytical and research skills are required to evaluate complex legal and historical information critically. Excellent communication and negotiation abilities are essential, as the individual will represent Sagamok Anishnawbek in discussions and meetings with diverse stakeholders.

This position is subject to Sagamok Anishnawbek personnel and administrative policies and procedures, and relevant laws, regulations and policies.

Qualifications/Terms & Conditions:

1. Bachelor's degree in political science, First Nations Studies, Aboriginal Law or a related discipline, or an equivalent combination of education and experience.
2. Knowledge of Aboriginal and Treaty Rights
3. Court Cases and precedent law regarding Consultation and Accommodation
4. General knowledge of Sagamok Anishnawbek values.
5. The ideal candidate will have 5+ years of experience:
 - Performing analysis related to Aboriginal and Treaty rights and claims.
 - Coordinating meetings and negotiations with federal and provincial governments.
 - Coordinating community engagements and meetings.
6. Managing or mentoring one or more administrative and support staff
7. Managing budgets and finances
8. Working within a First Nations Council and/or in the area of First Nation claims and negotiations
9. Supporting negotiations of complex claims and agreements
10. Must provide a criminal record check prior to commencing employment.
11. Must be able to obtain and maintain a valid Ontario Driver's License.
12. Must provide a vehicle in good operating condition and appropriate vehicle insurance to meet program requirements.

13. Incumbent is subject to six months' probation.
14. Sign & comply with an annual oath of confidentiality.
15. Successfully complete all required training courses at the direction of the Director of Claims and Negotiations.

Interested applicants **MUST** submit a cover letter, resume, photocopies of certificates/diploma/degree from a post-secondary institution, and three references (preferably 3 recent employment references from a direct supervisor/manager or 2 recent employment references from a direct supervisor/manager and one [1] character reference):

Qualified candidates are invited to submit their cover letter and resume (in one document) to:

Attn: Human Resources
Sagamok Anishnawbek, P.O. Box 2230, Sagamok, Ontario, POP 2L0
Fax: (705) 865-3307
Email: hr@sagamok.ca

By: **Wednesday July 19, 2023 at 4:00 p.m..**

Late or incomplete applications will not be considered. We appreciate your interest, however, only those selected for an interview will be contacted.
Preference will be given to Aboriginal people.