

# VUNTUT GWITCHIN GOVERNMENT

Government of Vuntut Gwitchin First Nation



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## HUMAN RESOURCES DEPARTMENT

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P.O. Box 94,  
Old Crow, Yukon  
Y0B 1N0

Phone: (867)966-3261  
Fax: (867)966-3800  
Web: [www.vgfn.ca](http://www.vgfn.ca)

### **CAREER OPPORTUNITY SENIOR POLICY ANALYST**

**WHITEHORSE, YUKON**

**Reference: #18-07-21**

This position will appeal to someone who is interested in joining a dynamic, progressive self-governing First Nation.

#### THE OPPORTUNITY

You will take a lead role in the development, coordination and management of strategic planning, policies and procedures of the Vuntut Gwitchin Government [VGG]. The ongoing evaluation of existing policies and programs is an ongoing priority for this position. Through working closely with senior management and leadership, the Senior Policy Analyst takes initiative in recommending legislation and legislative amendments in conformance with Vuntut Gwitchin Government's vision, mandate and principles. A key area of responsibility includes tracking legislative and policy related issues as well as preparing briefings for the Director of Intergovernmental Relations & Governance [DIRG] and other offices of government.

You will be involved in attending standing committee, management committee and Council meetings and will often be responsible for providing briefings and speaking notes. You will be expected to build, develop and maintain positive ongoing working relationships across the VGFN, other governments and external organizations as well as with VGFN Citizens.

#### YOUR PROFESSIONAL BACKGROUND

The ideal candidate will have a degree in Business, Political Science, Public Administration or an equivalent combination of education, training and experience. An extensive background in developing and analyzing public policy and programs is essential. Your demonstrated leadership skills in a project-based environment will facilitate your ability to deliver solid results. Your experience in program delivery, public relations or senior management within a First Nations government will enhance your success in this position.

We are looking for someone who has a demonstrated capacity for creativity, innovation and exercises sound judgement in resolving issues. The ability to synthesize multiple ideas and complex information to make recommendations for the modification or creation of legislation, policies and programs is necessary. As an effective communicator, you relate well to a diverse range of audiences. You will also possess a strong understanding of Yukon First Nation history and politics, specifically the modern treaties process. A general knowledge of Vuntut Gwitchin's constitution, Land Claims Agreement, and Self-Government agreement is an asset.

The position involves overnight travel both within and outside the Yukon. You must be willing to work flexible hours as required. A valid Class 5 Yukon Driver's License is required.

The VGG offers a competitive salary and compensation package. Salary range is: \$75,357.00 - \$90,408.00 per year. Please submit cover letter and resume to:

Crystal Linklater  
Human Resources Manager  
Vuntut Gwitchin Government  
P.O. Box 94, Old Crow, YT Y0B 1N0  
Email: [jobs@vgfn.net](mailto:jobs@vgfn.net)

Posting Date: July 23, 2021

Closing Date: August 06, 2021

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**VGG**

Government of VGFN

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*While qualified VGFN citizens will be given preference, all interested and qualified individuals are encouraged to apply.*