



# VUNTUT GWITCHIN GOVERNMENT

Government of Vuntut Gwitchin First Nation

P.O. Box 94,  
Old Crow, Yukon  
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Web: [www.vgfn.ca](http://www.vgfn.ca)

## ASSOCIATE DIRECTOR

### INTERGOVERNMENTAL RELATIONS AND GOVERNANCE

#### WHITEHORSE, YT

This is an eighteen month term position.

#### THE OPPORTUNITY

This is an excellent opportunity for someone who wants to enhance their background in the development of legislation, policy and intergovernmental relations through gaining valuable experience working with a self-governing First Nation. The Vuntut Gwitchin Government [VGG] is undergoing some exciting, dynamic changes and the incumbent plays a key role in influencing the overall strategic direction.

As a key advisor to Chief and Council, you will be responsible for ensuring stewardship of the Vuntut Gwitchin First Nation {VGFN} Constitution as well as the overall coordination and implementation of legislative and policy processes. This involves creating and implementing a system to ensure that legislative and policy changes are recorded, approved and implemented across all levels of government. You will be expected to attend and contribute at intergovernmental meetings including Yukon First Nations and other indigenous organizations.

The position involves overseeing the Communications/Marketing function; providing direction to the Elders and Youth Councils and developing key relationships with key stakeholders including VGG Chief and Council, VGG staff, levels across governments and the general public. You will supervise the Communications Manager, Elders and Youth Coordinator and Legislative/Policy Analyst.

#### WHAT YOU BRING

The ideal candidate will have a Master's degree in Public Administration, Business Administration or Social Sciences. A degree in Indigenous Studies or certification as a Project Management Administrator are considered assets.

You will have a sound knowledge of Federal and Territorial government regulations and programs as they relate to First Nations requirements along with a working knowledge of VGFN Land Claims and Self-Government Agreements. The ability to conduct research and analysis including synthesizing large amounts of information is necessary. Your ability to provide leadership in the planning process as well as 'make things happen' will be key to your success in this position. A strong sense of ethics, honesty and integrity in decision-making is necessary.

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**VGG**

Government of VGFN

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We are looking for someone who has prior experience working within a First Nations environment, including legislative and policy development; developing communications strategies to deal with complex issues and who has successfully worked across all levels of government. Extensive experience in strategic planning and implementation will enhance your success in this position. Experience working with Elders and Youth Councils are considered assets.

The VGG offers a competitive compensation package.

Salary: \$79,831.00 - \$103,759.00 per year. Secondments are eligible to apply.

Submit cover letter and resume to:

Karen Clark-Marlow  
Human Resources Director  
Vuntut Gwitchin Government  
PO Box 94  
Old Crow, YT Y0B 1N0  
E-mail: [jobs@vgfn.net](mailto:jobs@vgfn.net)

Posting Date: June 07, 2021  
28, 2021

Closing Date: June

*Preference will be given to qualified VGFN citizens.  
We thank all those who apply; however, only those candidates who are selected for an interview  
will be contacted.*