



EMPLOYMENT OPPORTUNITY

Kativik Regional Government

POLITICAL ADVISOR (FULL-TIME POSITION)

- Description:** The Kativik Regional Government (KRG), a supra municipal body with jurisdiction over the territory located north of the 55th parallel, is now looking for a self-motivated and dynamic individual interested in joining the KRG to work in the capacity of Political Advisor:
Based in Kuujuaq, Quebec the Political Advisor to the Kativik Regional Government (KRG) serves as the primary aide to the Chairperson and on the Chairperson's behalf and direction, handles special projects, initiatives, correspondence, research, media and public relations and other matters, political in nature to the KRG. The Advisor coordinates a wide variety of political, community and regional activities and initiatives.
- Who Can Apply:** Applicants should possess a post-secondary degree, diploma or certificate in administration, public policy or related discipline or equivalent combination of education and experience.

Minimum of seven (7) years' experience in an executive aide, policy analysis or executive support capacity, ideally in an Inuit or political organization.

The successful candidate will have superior verbal and written communications skills, be a strategic thinker. He/She must have demonstrated superior organizational, coordination, interpersonal, and project management skills. He/She must possess excellent interpersonal skills and be able to maintain a high degree of tact and discretion. Moreover, the incumbent must have the ability to work independently & expeditiously, including working under tight timeframes and competing priorities, while producing a superior level of output and effort.

Written and oral working knowledge of at least two (2) of the following languages: Inuktitut, English and French.
- Salary Range:** The salary for this position will be within the range of \$112,272 to \$155,003 (141)
- Benefits:** Cost of living differential: Minimum of \$8,500 per year;
Food allowance: Minimum of \$3,707 per year;
Annual leave trips: Maximum of 3 trips per person, per year;
RRSP: 9% employer;
Group insurance;
Vacation: 30 days per year;
Statutory holidays: 19 days including 10 days during the Christmas holidays.
- Place of work:** Kuujuaq, Quebec
- Duration:** Two (2) year term position with possibility of extension.

Individuals who feel they are qualified are invited to submit a cover letter along with a current resume, and work related references to:

Kativik Regional Government, Human Resources
P.O. Box 9
Kuujuaq, Quebec J0M 1C0
FAX: (819) 964-2975
Email: humanresources@krq.ca

Only those applications selected will be contacted.