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Administration régionale KATIVIK Regional Government  
P.O. Box 9 KUUJJUAQ (QUÉBEC) CANADA J0M 1C0

## JOB OPPORTUNITY

The Kativik Regional Government (KRG), a supra-municipal organization with jurisdiction over the territory of Québec north of the 55th parallel, is currently looking for a reliable and resourceful candidate to work in the capacity of:

### **EMPLOYMENT SERVICE COUNSELLOR – SANAJIIT** (PERMANENT, FULL-TIME POSITION)

Reporting to the Assistant Director of the Sustainable Employment Department, the Employment Service Counsellor serves as a resource for Sanajit Project construction employers in Nunavik and liaises between contractors and workers. In cooperation with the Sanajit Project Coordinator, the Employment Service Counsellor - Sanajit promotes, organizes, and monitors participation in the apprenticeship program. The Employment Service Counsellor - Sanajit in particular has the following duties:

- Meet with contractors and participants to ensure follow up on the obligations of the contractor to Inuit workers;
- Travel to different communities and visit construction sites, as needed, to ensure that contractors are complying with the apprenticeship program and the participants are properly monitored;
- Help to quantify and evaluate the needs of workers in each construction trade on an bi-annual basis;
- Assess the capacity to increase the sustainable levels of Inuit employment for each contractor in Nunavik;
- Collaborate, develop, and implement, with the Sanajit Coordinator, the capacity building training program for contractors to recruit, hire, train, retain and promote Inuit workers;
- Provide support and closely monitor each contractor, that are participating in Sanajit Programs;
- Promote Sustainable Employment Program funding to contractors;
- Produce reports regarding the successes and challenges following a time schedule to measure and maintain goals of the Sanajit project;
- Oversee the mentoring program on job sites;
- Perform any other related duties as required by his/her supervisor.

### REQUIREMENTS

- Bachelor's degree in the field of employment counselling (relevant and equivalent work experience will also be considered);
- Experience in the Construction sector and/or working in Inuit communities an asset;
- Strong ability in managing change, and employee relations;
- Experience in strategic planning;
- Autonomy and strong sense of work organization;
- Excellent analytical and synthesis skills;
- Written and oral working knowledge of at least two (2) of the following languages: Inuktitut, English and French;
- Excellent team work and communication skills;
- Solid working knowledge of *Microsoft Office*;
- Willing to travel to the 14 communities of Nunavik;
- Work experience in cross-cultural settings, in particular in Aboriginal communities or in the North, represents a definite asset.

Place of work: Kuujuaq  
Wages: Minimum: \$49 589/year – Maximum: \$84 336/year (Class 8);  
Benefits: Cost of living differential: minimum of \$8 500/year;  
Food allowance: minimum of \$3 453 /year;  
Annual leave trips: maximum of 3 per person annually;  
SSP: 6% employer and 4% employee;  
Group insurance;  
Vacation: 20 days/year;  
Statutory holidays: 19 days including 10 days over the Christmas holidays.

**Send your résumé to:**

**Human Resources**  
**Kativik Regional Government**  
**P.O. Box 9**  
**Kuujuaq QC J0M 1C0**  
**Fax: 819-964-2975 / Email: [humanresources@krg.ca](mailto:humanresources@krg.ca)**

*The KRG is an equal opportunity employer. In accordance with this and with the James Bay and Northern Québec Agreement, conditions may vary to promote the employment of Inuit candidates.*

*Only candidates selected for an interview will be contacted.*