



## **Join our Growing Team**

### **Career Development Specialist**

Department of Inuit Training Program (Makigiaqta)  
Nunavut Tunngavik Incorporated  
Located in Iqaluit, NU

Under the direction of the Assistant Director of Inuit Training, the Career Development Specialist identifies and assesses the need for delivery of Inuit training and employment programs which are designed to maximize employment and education opportunities of Nunavut Inuit and enhance the economic potential of Nunavut Inuit. The purpose of this position is to support and provide promotion of Nunavut's Inuit Training Policy and for maintaining a working knowledge of other programs delivered by Makigiaqta Inuit Training Corporation (Makigiaqta) and Nunavut Tunngavik Inc (NTI). You as the successful candidate, you will work with other NTI divisions. You must have knowledge of developing, assessing, monitoring and evaluating training programs, workshops and presentations, reviewing policy and procedural documents, counseling employers, students and apprentice' trainees and preparing written reports.

To be invited for an interview; you will have a recognized certificate in Career Development, Human Resources Management, Social Work, Social Science, Education or related field and two (2) years of related experience in career counselling or adult education or training. You also must have good knowledge of the Nunavut Agreement, Article 23 and NTI's Mission; and career and employment counselling tools and techniques, technology related to career counselling (resume writers, internet resources). Have the knowledge of various hiring practices in Nunavut i.e.: Federal Government, Nunavut Government, Municipalities, Inuit Organizations also have knowledge of financial assistance programs for post-secondary education. Proven ability to prioritize workloads, deal simultaneously with multiple files and meet tight deadlines. Strong counselling, networking and presentation skills and organization and effective leadership skills. You must prepare program briefing notes and monthly, quarterly and annual program reports as well.

***Preference will be given to Inuit enrolled under the Nunavut Agreement.***

Starting salary is \$91,866.00 per annum (commensurate with experience) a comprehensive benefit package including an employee pension plan, group insurance and vacation travel assistance.

**Housing allowance of \$27,600.**

**For full job description, please contact:**

Human Resources  
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**CLOSING DATE: June 2, 2023**

***Our Mission: Inuit economic, social, and cultural well-being through implementation of the Nunavut Agreement.***