

# EMPLOYMENT OPPORTUNITY



## The Confederacy of Mainland Mi'kmaq

### DCSI Housing Development Officer

The Confederacy of Mainland Mi'kmaq (The CMM) is a Tribal Council representing the eight Mi'kmaq communities of mainland Nova Scotia. Our mission is to proactively promote and assist Mi'kmaq communities' initiatives towards self-determination and enhancement of community. The CMM's Department of Community Services and Infrastructure (DCSI) is currently looking for a motivated and enthusiastic and innovative candidate to fill the role of a **Housing Development Officer**.

She/He will investigate, and document housing needs of the eight (8) CMM member communities through facilitating engagement sessions to enhance housing capacity of CMM member communities and Tribal Council. to effectively develop and implement an effective Housing Advisory Service that better meets the needs of our member communities.

Reporting to the DCSI Program Manager, the Housing Development Officer will work closely with CMM Board of Directors, Housing Managers of CMM member communities, Indigenous Services Canada (ISC), and Canada Mortgage Housing Corporation (CMHC) in order to explore transfer opportunities of housing and related infrastructure programs and services.

#### Position Requirements:

- University degree in related field and/or experience in one or more of the following: Public Administration, Project Management, Asset Management, Agreement Management, Property Management and Operations Management.
- Knowledge of current First Nation housing challenges and opportunities relating to the housing and infrastructure.
- Experience working in or with First Nation communities
- Experience in developing strategic plans, an asset.
- Ability to work independently with minimal supervision.
- Highly organized with the ability to multitask, prioritize, and meet tight deadlines.
- Computer literacy and proficiency in Microsoft Office applications (e.g Microsoft office, Excel Power Point etc.)
- Must have access to a vehicle, valid driver's license, and ability to travel.

#### Salary/Employment Term:

Anticipated salary: \$52,000 - \$55,000 per year. This is a one-year contract with the opportunity for renewal and subject to the policies and practice of The CMM. The CMM offers a substantial benefits package to all employees.

**Application Deadline: November 30<sup>th</sup>, 2020 by Noon**

Submit Cover Letter AND Resume to: **Human Resources**  
c/o The Confederacy of Mainland Mi'kmaq  
PO Box 1590, Truro, Nova Scotia B2N 5V3  
Email: [HR@cmmns.com](mailto:HR@cmmns.com)

*We are an equal opportunity employer; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. **Only those applicants who provide up-to-date CV along with cover letter and qualify for an interview will be contacted.** The successful candidate may be required to submit a current criminal record check. **Non-Canadian applicants must be able to provide proof of current entitlement of eligibility to work in Canada.***