



FSIN

Researcher/Analyst II

 **Children's Programs**

"The Federation is committed to honouring the spirit and intent of the Treaties, as well as the promotion, protection and implementation of the Treaty promises that were made more than a century ago."

Primary Function:

The Federation of Sovereign Indigenous Nations (FSIN) is seeking an individual passionate about supporting First Nation's children's programs. The successful applicant will be responsible for supporting Early Learning and Child Care (ELCC) initiatives by managing data collection, tracking, and reporting. Conduct research and provide technical and analytical insights to support briefings, updates, and forward planning for policy and program development within the Health and Social Development Secretariat (HSDS). Work closely with team members to leverage expertise and ensure completion of deliverables on time and within budget.

Typical Duties and Responsibilities:

Your role

- Manage projects and deliverables.
- Work independently with minimal direct supervision.
- Use your strong communication skills and understanding of First Nations programming to help develop impactful initiatives for children.
- Coordinate and provide recommendations for ELCC-related policies, regulations, strategies, programs, or services.
- Design methods and techniques for the collection, examination, and compilation of ELCC-related data to support program evaluation and planning.
- Analyze and evaluate data.
- Determine the nature of the research and study undertaken elsewhere, evaluating strengths and weaknesses.
- Prepare comprehensive reports outlining and interpreting research findings, with actionable recommendations for implementation.

- Create and interpret graphs, charts, and other visual data representations to assist in program evaluation and decision-making.
- Prepare budgets, forecasts, variance analysis, and expenditure tracking to ensure financial compliance and transparency.
- Perform other related duties as assigned.
- Chair meetings, committees, or working groups as required.

Who you'll work with

- Maintain effective liaison and communication with First Nations, FSIN working partners, working groups, and committees.
- Work collaboratively with ELCC professionals, educators, and community leaders to gather insights and enhance program effectiveness.
- Collaborate with all levels of government, both First Nations and non-First Nations, to share insights and recommendations.
- Consult with academic and professional authorities on research challenges.
- Identify stakeholders and gather feedback and input on projects.
- Assist those engaged in legal and historical documentary/archival reports to ensure they are properly prepared.
- Ensure analysis and development of briefings, work plans, and guiding documentation for team and stakeholder use.
- Provide consultative guidance and policy recommendations to the Secretariat, Commission, or Chiefs-in-Assembly as required.
- Travel extensively for meetings, conferences, and consultations, including remote locations, to collaborate with stakeholders.

How You'll Make an Impact

- Ensure valid, reliable, and accurate data collection to support First Nations programming for children.
- Help shape policies, regulations, and strategies to improve programs and services for First Nations communities.
- Provide analysis of legislative and policy reviews, ensuring all levels of First Nations government are properly informed.
- Promote and implement First Nations resource materials for greater community benefit.
- Drive decision-making processes in committees, working groups, and meetings by leading discussions and coordinating participants.
- Support the development of work plans and projects based on identified needs and research.

- Assist in communicating the promotion and implementation of Treaty promises, ensuring alignment with the FSIN's mission.

QUALIFICATIONS

Education

- Post-Secondary education in Child Development, Education, Social Work, Psychology, or a related field. A degree is preferred, but equivalent education and experience will be considered.

Experience

- Three (3) to Five (5) years related work experience.
- Computer skills – Microsoft Word, Excel, PowerPoint, Outlook, Zoom, Teams, and Internet.
- A combination of education and experience will be considered.
- Knowledge and understanding of First Nations customs, culture, and history.

Salary is based on an established grid and commensurate with qualifications and experience.

Only candidates selected for interviews will be contacted.

 **APPLICATIONS MUST BE RECEIVED BY 12:00 noon on Wednesday, February 19th, 2025.**

Please submit resumés to:

Email: hrinfo@fsin.com

“Join us in making a meaningful impact for First Nations children and communities. Apply today – we would love to hear from you!”