

Coalition of Hamilton Indigenous Leadership

Improving Indigenous services.

Advancing Indigenous voices.

Indigenous Data Governance Specialist

The Coalition of Hamilton Indigenous Leadership (CHIL) is hiring an Indigenous Data Governance Specialist to design and implement an Indigenous data governance plan for the homeless-serving sector in Hamilton, Ontario. Working alongside CHIL staff, Indigenous community members, local Indigenous Knowledge-Keepers, City of Hamilton partners and other stakeholders, this role will contribute to supporting Indigenous Peoples experiencing or at risk of homelessness in Hamilton by ensuring:

- (a) Data concerning Indigenous Peoples are handled with cultural sensitivity.
- (b) Policies and protocols regarding the gathering, holding and use of Indigenous data respect and protect Indigenous Rights; and,
- (c) Use of Indigenous data appropriately and accurately reflects the needs and experiences of Indigenous Peoples
- (d) The Indigenous data governance plan accurately reflects the needs, experiences, and diverse perspectives of Indigenous Peoples in Hamilton

Timing of Immediate through March 31st, 2025. *Potential for role to continue beyond*

Position: *2025 will be dependent on funding.*

Rate: Up to \$60/hr; full-time

- Responsibilities:**
1. Indigenous Data Governance Plan Development:
 - a. **Work alongside Indigenous communities, Elders, and knowledge keepers** to co-create an Indigenous data governance plan that fully embodies the principles of data sovereignty, self-determination, and cultural respect.
 - b. **Work closely with relevant city partners** to review existing data management practices and policies to support the operationalization of the plan.
 - c. **Lead implementation** of the Indigenous data governance plan and fostering a culture of respect for Indigenous data.
 2. Community Engagement and Consultation:
 - a. **Establish and maintain strong relationships** with the Indigenous community of Hamilton through hosting and participating in relevant community meetings.
 - b. **Conduct meaningful and inclusive consultations** to understand Indigenous communities' data needs, concerns, and priorities.

- c. **Ensure that the Indigenous data governance plan reflects the diverse perspectives** and Indigenous nations of the Hamilton community.
3. Data Privacy and Security:
 - a. **Create guidelines and structures** to protect the confidentiality and safety of Indigenous data while adhering to applicable laws and regulations.
 - b. **Implement methods for safeguarding data**, including secure storage, access protocols, and strict measures to prevent unauthorized use or disclosure.
4. Capacity Building and Training:
 - a. **Provide training and capacity-building** initiatives to staff and partners to enhance cultural competency, data literacy, and awareness of Indigenous data governance principles.
 - b. **Provide updates to community** to enhance awareness of Indigenous data governance plan.
5. Administration
 - a. **Manage and/or develop** project files, communications, and materials.
 - b. **Attend** internal and external team meetings.
 - c. **Lead or guide** the work of student employees.
 - d. **Assist** in monitoring project budget.
 - e. **Other project-related duties**, as identified.

- Qualifications:** The ideal candidate will possess a combination of the following:
- A degree in a relevant field (e.g., Indigenous Studies, Data Science, Public Administration, Social Sciences) *or* equivalent work experience.
 - In-depth knowledge of Indigenous data sovereignty, cultural protocols, and ethical data management.
 - Experience working directly with Indigenous communities and knowledge of their historical and contemporary issues and aspirations.
 - Awareness of and/or experience in addressing Indigenous homelessness or knowledge/experience with Reaching Home: Canada's National Homelessness Strategy is an asset.
 - Familiarity with data management, privacy, security principles, and applicable data protection laws.
 - Excellent communication, consultation, and facilitation skills.
 - Strong project management abilities and experience developing strategic plans.
 - Demonstrated ability to work collaboratively with diverse stakeholders.

- A commitment to reconciliation and advancing the rights and interests of Indigenous Peoples.

Deadline: October 2nd or until filled

Note A: Preference for this role will be given to qualified Indigenous candidates in accordance with Section 16(1) of the Canadian Human Rights Act and Section 7 of the Employment Equity Act.

First Nations, Inuit, and Métis candidates will be given priority, please self-identify.

Note B: CHIL operates a hybrid work environment. While the selected candidate will primarily work from home, they must be able to travel to Hamilton regularly for meetings and community gatherings. The selected candidate must be able to participate in regular Zoom meetings.

To apply: Please submit your CV/resume as well as a short cover letter identifying your qualifications for this role, including knowledge of Indigenous data governance, Indigenous homelessness, and your connections to the Indigenous community of Hamilton.

Contact: admin@chileadership.com

About the Coalition of Hamilton Indigenous Leadership

CHIL is a collaborative of Indigenous organizational leaders and founded on respect and wisdom. Addressing Indigenous housing and homelessness issues in the city of Hamilton is a priority for CHIL. We respond to the needs of the Indigenous community by supporting our member agencies, including the Hamilton Regional Indian Centre, De dwa da dehs nye>s, Sacajawea Non-Profit Homes, Native Women's Centre, NPAAMB Indigenous Youth Employment and Training, and Ontario Aboriginal Housing Services.

Preference will be given to qualified Indigenous candidates in accordance with Section 16(1) of the Canadian Human Rights Act and Section 7 of the Employment Equity Act.

First Nations, Inuit, and Métis candidates will be given priority, please self-identify.

CHIL is committed to inclusive and accessible employment practices. If you require accommodations to fully participate in our application and hiring process, please contact CHIL Administrative Assistant at admin@chileadership.com or (289) 808 – 8835.

To learn more about CHIL, please visit: www.chileadership.com