Beaufort Delta Divisional educational Council – Indigenous Employment Plan

	ACTIONS	PERFORMANCE MEASURE	MILESTONES					NOTES
			2024-2025		2025-2026		2026-2027 Targets	
			Target	Status as of Q4	Target	Status as of Q4		
GOAL 1: Indigenous Representation	**Action 1.1:** Review all job descriptions to remove systemic barriers and reflect appropriate non-inflated education and experience requirements	*# of job descriptions (JDs) reviewed* *# of applicants on job postings* *Increased use of equivalencies* *Info: https://www.fin.gov.nt.ca/en/services/position-and-salary-information/department/beaufort-delta-divisional-education-council*	*75% (103) of JDs reviewed* *10% increase in applicants*	*0% of JDs reviewed*	*BDDEC will review all JDs. We will work with Job Evaluation to update education, experience and equivalencies for all positions.*	*0% of JDs reviewed*	*25% of JDs will be reviewed.*	
	Action 1.2: Hiring managers complete training on the staffing process, recruitment programs and understanding systemic and unconscious racism and bias within the hiring process.	*% of hiring managers overall who have completed the staffing workshop training*	*65% of hiring managers have completed the training*	*25.0% of hiring managers have enrolled, 12.5% have completed the staffing workshop training*	*BDDEC will share training opportunities will all staff.* *50% of staff involved in hiring competitions will complete training.*	*16.6% of hiring managers have enrolled, 5.5% have completed the staffing workshop training*	*100% of hiring managers will have completed the staffing workshop training*	
	Action 1.3: Review Indigenous eligibility lists for pre-qualified candidates prior to initiating a job competition excluding teaching positions	*# of positions filled without a competition* *Increase of Indigenous hires within department* *Increased number of candidates added to database*	*7 positions are filled with eligibility lists*	*0 eligibility list hires*	*Continue to work with HRO to explore eligibility list candidates before posting positions.*	*We are following the outlined process for all hiring competitions.*	*We will continue to follow the outlined process for all hiring competitions.*	

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	Action 1.4: Review BDDEC policy manual to update and include new policies that promote Indigenous eligibility for positions.	*# of policies created or updated.*	*Present minimum of four new/updated policies to the District Education Council (DEC) for approval.*	*0 policies were passed or updated with the DEC.*	*BDDEC will review and identify policies that are no longer up to date. They will be prioritized for revision with the DEC.*	*We are following the outlined process for all hiring competitions.*	*We will continue to follow the outlined process for all hiring competitions.*	
GOAL 2: Indigenous Leadership	**Action 2.1:** Ensure that all employees complete Living Well Together: Indigenous Cultural Awareness and Sensitivity Training (ICAST).	*% of employees who have completed the ICAST training*	*75% of employees have completed training*	*69.9% of employees have enrolled, 50.9% have completed the training*	*75% of all BDDEC staff will have completed all modules in the Living Well Together series.*	*67.1% of all BDDEC staff have completed all modules in the Living Well Together series.*	*80% of all BDDEC staff will have completed all modules in the Living Well Together series.*	
	Action 2.3: Ensure all employees complete the Equitable Workplace: Cultivating Attitudes of Anti-Racism and Allyship Training. https://my.hr.gov.nt.ca/courses/equitable-workplace-cultivating-attitudes-anti-racism-and-allyship-employees	*% of employees who have completed the Equitable Workplace training* *# of sessions available*	*25% of employees have completed training*	*Employees – 0.4% enrolled, 0.4% completed* *Managers – 10.5% have enrolled, 10.5% have completed*	*BDDEC will share training information with all staff.* *All staff who are in supervisory role will be required to complete training.*	*0.1% of all BDDEC staff have completed the Equitable Workplace training.* *0.1% of all BDDEC managers have completed the Equitable Workplace training.*	*Equitable workplace training has been paused. New targets will be set with the development of the new training.*	*Courses have not been available to employees to complete.*

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Action 2.3: Ensure employees complete the Mitigating Unconscious Bias training	*% of employees who have completed the mitigating unconscious bias training*		*0.4% have enrolled, 0.4% have completed mitigating unconscious bias training*	*8% of employees will complete this training.*	*0.4% of employees completed this training.*	*10% of employees will complete this training*	
Action 2.4: Ensure employees complete exit interview process that includes questions about employee experiences with bias, racism, discrimination, harassment and cultural insensitivity.	*# of exit interviews completed with employees who leave their position*	*20% of departing employees complete an exit interview*	*Under development with the Department of Finance*	*BDDEC will share exit interview opportunities with any employee that leaves BDDEC.*	*BDDEC did not receive this information until June 18, 2026. It was shared with all staff.*	*BDDEC will continue to share this opportunity with all staff.*	
Action 2.5: Ensure Indigenous employees are aware of and apply to the Indigenous Management Development and Training Program (IMDTP), and that it is fully subscribed.	*# of employees accessing IDTP (IMDTP) . BDDEC will promote via email and website.*	*2 employees from department have accessed IDTP*	*1 employee has accessed IDTP*	*All Indigenous employees will be made aware of the IMDTP at the start of the school year.*	*3 employees accessed and supported through IDTP/ILIEP.*	*1 employee will access and be support through IDTP/ILIEP.*	
Action 2.5: Access Indigenous mentorship program for informal on-the-job training.	*# of employees accessing program* *# of succession plans*	*10-15% of Indigenous employees are participating in the program in some capacity*	*Under development with the Department of Finance*	*2 Indigenous employees will access the Indigenous Mentorships Program.*	*2 employees accessed and supported access the Indigenous Mentorships Program.*	*2 Indigenous employees will access the Indigenous Mentorships Program..*	
Action 2.5: Support employees to identify career pathways and training needs in their Learning and Development Plan as a part of the Performance Development process.	*# of indigenous employees who identify career pathways and training needs in their Learning and Development Plan*	*10% of employees have identified a career path*	*0 employees have identified a career path*	*20 Indigenous employees will identify career pathways and training needs in their learning*	*0 employees have identified a career path.* *Employees did participate in a*	*20 Indigenous employees have identified a career path or training need in their Performance*	

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					and development plan.	*variety of training to help them develop in their role, but it was not formally documented.*	*Development Process.*	
	Action 2.5: Work with HR on succession planning with a focus on Indigenous employee development.	*# of Indigenous employees who have identified for succession planning in various roles*	*15-20 Indigenous employees identified for succession planning*	*8 Indigenous employees identified for succession planning*	*10 employees within BDDEC will be identified for succession planning.*	*4 employees within BDDEC were identified for succession planning.*	*2 employees within BDDEC will be identified for succession planning.*	
	Action 2.6: Use the Indigenous Career Gateway Program (ICGP).	*# of ICGP candidates hired*	*Goal to use ICGP to hire five employees in total by 2024.*	*0 ICGP hires in 2024-25 FY.*	*Goal to use ICGP to hire one employees.*	*0 employees hired through ICGP*	*At this time we are reducing positions across BDDEC.*	*Uncertainty over 3rd party funding will reduce the number of new positions available for staffing.*
	Action 2.6: Promote the use of transfer assignments and cross-training to encourage mobility and development for Indigenous employees.	*# of employees on transfer assignments (TA) or Secondments* *# of Indigenous employees within Middle and Senior management roles*	*5% of TAs filled by Indigenous employees*	*17.6% of TAs filled by indigenous employees*	*5% of TA's filled by Indigenous employees*	*17.6% of TAs filled by indigenous employees* *1 Indigenous employees within Middle and Senior management roles*	*17.6% of TAs filled by indigenous employees* *1 Indigenous employees within Middle and Senior management roles*	

Beaufort Delta Divisional Education Council
INDIGENOUS EMPLOYMENT TARGETS

	PREVIOUS TERM RESULTS (By March 31st 2022)	CURRENT RESULTS (By March 31st 2026	SHORT-TERM TARGETS (By March 31, 2026)	MEDIUM TERM TARGETS (By March 31, 2028)
Staffed positions				
All filled positions	328	271	328	328
Indigenous Aboriginal employees	102	122	109	114
Net Increase Target	N/A	+20	+4	+5
Percentage	31.1%	45%	33.2%	34.8%
Indigenous Aboriginal employees by job classification				
Senior Management				
Total employees	4	3	4	4
Indigenous employees (#)	0	1	1	2
Net Increase Target	-	+1	+1	+1
Indigenous employees (%)	0.0%	33%	25.0%	50.0%
Middle management				
Total employees	9	15	9	9
Indigenous employees (#)	1	0	2	3
Net Increase Target	-	-1	0	+1
Indigenous employees (%)	11.1%	0%	22.2%	33.3%
Positions Requiring University Equivalency				
Total employees	168	160	169	169
Indigenous employees (#)	49	31	51	52
Net Increase Target	-		+2	+2
Indigenous employees (%)	29.1%	19.3%	30.1%	30.1%
Positions Requiring University/Trade Equivalency				
Total employees	N/A	176	N/A	N/A
Indigenous employees (#)	N/A	42	N/A	N/A
Net Increase Target	-			
Indigenous employees (%)		23.8%		
Positions Requiring High School Equivalency or No Formal Education				
Total employees	69	95	71	72
Indigenous employees (#)	61	80	63	64
Net Increase Target	-	+21	+1	+1
Indigenous employees (%)	88.4%	84.2%	88.7%	88.8%

**Job classification definitions:*
Senior Management - Position belonging to DM or SRM union code.
Middle Management - Position belonging to management NOC occupational code.
Professional - Position requiring university equivalency.
Paraprofessional - Position requiring college or trades equivalency.

Administrative - Position requiring high school equivalency.

****Long term targets are being considered and will be updated in the next reporting period**