Department of Executive and Indigenous Affairs Departmental 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 JD's to target systemic barriers. ○ *Department of Finance (FIN) to provide guidelines to assist in determining the education and experience required in 2022-23.* ○ *Develop guidelines surrounding the proper contextual use of "Indigenous" and "Aboriginal" to be applied to Job Descriptions.*	*# of job descriptions (JDs) reviewed.* • *132 Active Job Descriptions*	50% (66) of JDs reviewed	11 Job Descriptions were submitted for job evaluation	50% increase in JDs reviewed (22)	12 Job descriptions were submitted for job evaluation	50% increase in JDs reviewed (11)	
	Action 1.2: • Review interview questions to ensure questions are clear and concise and that best align with the required core competencies of the position, to help support more successful interviews.	*Holistic review of interview questions for each new competition within the Department.*	Interview questions reviewed for each new competition (ongoing)	Interview questions reviewed for each new competition (ongoing)	All interview questions reviewed for each new competition (ongoing)	All interview questions reviewed for each new competition (ongoing)	All interview questions reviewed for each new competition (ongoing)	
	• Participation of managers in staffing process training (training relating to staffing process, recruitment programs, systemic and unconscious racism and bias within the hiring process and ensure hiring managers complete the training). ○ *Staffing process training to be developed and launched by FIN in 2022-23.*	*% of managers who complete the staffing workshop training*	70% managers have completed staffing process training	40% of Hiring Managers have enrolled 30% have completed staffing workshop training.	50% of managers complete staffing process training	44% of Hiring Managers have enrolled 40% of active managers have completed staffing workshop	70% of managers have completed staffing process training	

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		Target	Status as of Q4	Target	Status as of Q4		
• Develop and launch GBA+ training to ensure policies and programs are developed with a gender and diversity lens. • Develop GBA+ training and resources to support understanding of GBA+ lens	*GBA+ training is developed and launched GBA+ resources developed and communicated/implemented to ensure employees are aware of how to implement gender-based analysis in program and policy development and decision making*	50% of employees complete training	14.0% enrolled 13.2% completed	30 % enrolled, 25% completed training	17.7% enrolled, 15.4% completed training.	30% enrolled, 25% completed	
Action 1.3: • Work with FIN to establish Indigenous eligibility lists for pre-qualified candidates to be reviewed prior to initiating a job competition. • Review Indigenous eligibility lists for pre-qualified candidates prior to initiating a job competition. • In collaboration with FIN, develop a networking strategy with post-secondary institutions and Indigenous governments to target Indigenous students.	*Database of eligible Indigenous candidates established* *# of positions filled using the eligibility database list* *Network strategy developed* *# of indigenous Students and Interns*	3 vacant positions filled through eligibility lists	No eligibility list hires in 2024-25 fiscal year	2 positions filled through eligibility lists	No eligibility list hires in 2025-26 fiscal year	2 positions filled through eligibility lists.	
		Increase in # of Indigenous Aboriginal summer students and Interns	3 new Indigenous Aboriginal Summer Students in 2024-25 fiscal year (60% of 5 total) 1 Indigenous Aboriginal intern in 2024-25	6 Indigenous Aboriginal summer students. 3 Indigenous Aboriginal interns	3 Indigenous Aboriginal summer students. 0 Indigenous Aboriginal interns	6 Indigenous Aboriginal summer students. 3 Indigenous Aboriginal interns	
Action 1.4: • In partnership with FIN, develop Executive and Indigenous Affairs (EIA) specific community outreach plans to	*Increase in Indigenous applicants who screen into positions* *# of virtual information sessions for community members;*	Minimum of 1 presentation per year	Under development with the Department of Finance	Community outreach plan completed; 1 presentation completed	Workshops in five communities and each Regional	Minimum of 1 presentation per year	

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			Target	Status as of Q4	Target	Status as of Q4		
	increase awareness of career opportunities. • Provide an annual presentation to Indigenous governments and Indigenous organizations regarding the work of EIA and career opportunities and career paths. • Work with FIN to explore the development of a more detailed self-identification system for Indigenous employees in order to provide hiring stats to Indigenous governments.	*presentations provided to Indigenous governments or Indigenous organizations* *Statistics regarding Indigenous hires within the GNWT*				Management Committee (4 out of 16) 25% of hires were Indigenous employees. (56 out of 138) 40.6% of current employees are Indigenous.	Statistics shared with Indigenous governments by Q4	
			Provide Indigenous Governments with hiring statistics to deliver information on progress with Indigenous hiring	Under development	Statistics shared with Indigenous governments by Q4			
GOAL 2: Indigenous Leadership	**Action 2.1:** • Ensure that all employees complete the mandatory Living Well Together training.	*% of employees who have completed the Living Well Together training*	Maintain 95% of employee training completion	90.9% of employees have enrolled 79.3% have completed ICAST training	85% ICAST completion rate	92.3% of employees enrolled. 83.1% of employees completed ICAST training.	90% ICAST completion rate.	
	Action 2.2: • Ensure all employees complete the Equitable Workplace: Cultivating Attitudes of Anti-Racism and Allyship Training.	*% of employees who have completed the Equitable Workplace training*	50% of employees have completed Equitable Workplace training	Employees – 24.8% enrolled, 16.8% completed Managers – 30.0% enrolled, 20.0% completed	35% completion rate 40% of managers complete training	24.3% of employees enrolled, 18.7% completed. Managers – 30.4% enrolled, 21.7% completed.	Equitable workplace training has been paused. New targets will be set with the development of the new training.	

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	ACTIONS	PERFORMANCE MEASURE	MILESTONES					NOTES
			2024/2025		2025/2026		2026/2027 Targets	
			Target	Status as of Q4	Target	Status as of Q4		
	Action 2.3: • Ensure all employees complete unconscious bias training once launched by FIN.	*% of employees who have completed the Mitigating Unconscious Bias training*	20% of EIA employees have completed unconscious bias training	13.2% of employees have enrolled 10.7% have completed mitigating unconscious bias training	25% completion rate	20% of employees enrolled, 13,1% completed the training.	25% completion rate	
	Action 2.5: • Ensure that the Indigenous Management Development Training Program (IMDTP) is communicated to Indigenous employees and promote the use of the program for professional development. • EIA will develop a list of external training programs or courses that employees can pursue, that support the specialized work of the Department, and will ensure the training is communicated to staff as an option for professional development.	*# of Indigenous employees accessing IMDTP program* ***Current baseline as of June 15: 0*** *Development of external training is available to Indigenous employees*	2 Indigenous employees have accessed IDTP	1 Indigenous employee has accessed IDTP	2 Indigenous employees access IMDTP	0 Indigenous employee has accessed IDTP	2 Indigenous employees' access IMDTP	
			Develop a listing of external training resources available to Indigenous employees and communicate within the Department	Under development	List developed and communicated by end of fiscal (Q4).	Governor General Leadership Conference	List developed and communicated by end of fiscal (Q4).	
	Action 2.6: FIN to develop Mentorship Guidelines and Succession Planning Guidelines: ○ EIA mentorship plans; ○ EIA succession plans developed.	*# of succession plans developed* *# of mentorship plans developed* *# of Indigenous employees within Senior management roles*	Department has developed overarching succession plan based on guidelines	Departmental succession plan under development	Departmental succession plan developed 15% of employees have	2 succession plans were developed during the year	15% of employees have mentorship plans	

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			2024/2025		2025/2026		2026/2027 Targets	
			Target	Status as of Q4	Target	Status as of Q4		
		Current baseline as of March 31, 2022: 33.3%of Senior Managers are Indigenous Aboriginal employees	developed by the Department of Finance 10% of employees have mentorship plans in place		mentorship plans Succession plans for 25% of senior positions	40.6% of senior management positions are occupied by Indigenous employees	Succession plans for 25% of senior positions	
	Action 2.7: • Utilize Indigenous Career Gateway Program (ICGP) for hiring vacancies where appropriate. • Support Building Capacity with Indigenous Governments Program (BCIG). • Promote the awareness and communication of transfer assignment opportunities for Indigenous staff.	*# of ICGP candidates hired* *# of secondments through BCIG* *Creation and use of eligibility listings when completing transfer assignments (TA)*	2 vacant positions filled using ICGP	0 Positions filled using ICGP in 2024-25 fiscal year	1 position filled through ICGP	1 position filled using ICGP in 2025-2026 fiscal year	1 position filled through ICGP	
			1 secondment supported through BCIG	0 secondments supported through BCIG	2 secondments through BCIG	0 secondments though BCIG	2 secondments through BCIG	
			40% of TAs filled by Indigenous employees	30.3% of TAs filled by Indigenous Aboriginal employees 63.6% filled by Indigenous Aboriginal + Indigenous Non-Aboriginal employees	35% of TAs filled by Indigenous Aboriginal employees	(9 out of 18) 50% of TAs filled by Indigenous Aboriginal employees.	35% of TAs filled by Indigenous Aboriginal employees	

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DEPARTMENT OF EXECUTIVE & INDIGENOUS AFFAIRS
INDIGENOUS EMPLOYMENT TARGETS

	PREVIOUS TERM RESULTS (By March 31st 2024)	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	108	138	132	132
Indigenous Aboriginal employees	51	56	54	56
Net Increase Targets	+2		+1	+2
Percentage	47%	40.6%	50%	52%
Indigenous Aboriginal employees by job classification				
Senior Management				
Total employees	15	23	20	20
Indigenous employees (#)	5	8	8	5
Net Increase Target	0	+3	+1	0
Indigenous employees (%)	33%	34.8%	40%	33%
Middle Management				
Total employees	2	0	2	2
Indigenous employees (#)	1	0	1	1
Net Increase Target	0	0	+1	0
Indigenous employees (%)	50%	0	50%	50%
University Equivalency				
Total employees	41	91	83	83
Indigenous employees (#)	15	26	27	29
Net Increase Target	+2	+11	+2	+2
Indigenous employees (%)	37%	28.6%	33%	35%
College/Trades Equivalency				
Total employees	46	44	47	47
Indigenous employees (#)	28	29	29	30
Net Increase Target	0	+1	+1	+1
Indigenous employees (%)	61%	65.9%	62%	64%
High School Equivalency or Below				
Total employees	4	3	3	4
Indigenous employees (#)	2	1	2	3
Net Increase Target	0	-1	+1	+1
Indigenous employees (%)	50%	33.3%	67%	75%

Notes:

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