



Department of Executive and Indigenous Affairs Departmental Indigenous Employment Plan

GOAL 1: Indigenous Representation	ACTIONS	PERFORMANCE MEASURE	MILESTONES				NOTES	
			2023/2024		2024/2025			
			Target	Status as of Q4	Target	Status as of Q4		
Action 1.1: <ul style="list-style-type: none">Review all JD's to target systemic barriers.<ul style="list-style-type: none"><i>Department of Finance (FIN) to provide guidelines to assist in determining the education and experience required in 2022-23.</i><i>Develop guidelines surrounding the proper contextual use of "Indigenous" and "Aboriginal" to be applied to Job Descriptions.</i>	<p><i># of job descriptions (JDs) reviewed.</i></p> <ul style="list-style-type: none"><i>132 Active Job Descriptions</i>	25% (33) of JDs reviewed	24% (32) JDs reviewed	50% (66) of JDs reviewed	11 Job Descriptions were submitted for job evaluation	50% increase in JDs reviewed (22)		
Action 1.2: <ul style="list-style-type: none">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.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).<ul style="list-style-type: none"><i>Staffing process training to be developed and launched by FIN in 2022-23.</i>	<p><i>Holistic review of interview questions for each new competition within the Department.</i></p> <p><i># of managers who complete staffing process training (once available)</i></p>	Interview questions reviewed for each new competition (ongoing)		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)		
			45% managers have completed staffing process training	35% managers enrolled in staffing workshop training 30% managers completed staffing workshop training	70% managers have completed staffing process training	40% of Hiring Managers have enrolled 30% have completed staffing workshop training.		



Department of Executive and Indigenous Affairs Departmental Indigenous Employment Plan

	ACTIONS	PERFORMANCE MEASURE	MILESTONES					NOTES	
			2023/2024		2024/2025		2025/2026 Targets		
			Target	Status as of Q4	Target	Status as of Q4			
	<ul style="list-style-type: none">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	<i>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</i>	Training and resources developed and launched 25% of employees complete training	14.9% Enrolled 14.9% Completed	50% of employees complete training	14.0% enrolled 13.2% completed	30 % enrolled, 25% completed training		
	Action 1.3: <ul style="list-style-type: none">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.	<i>Database of eligible Indigenous candidates established</i> <i># of positions filled using the eligibility database list</i> <i>Network strategy developed</i> <i># of indigenous Students and Interns</i>	2 vacant positions are filled with eligibility lists Increase in # of Indigenous Aboriginal summer students and Interns	1 filled; candidate was non-priority +5 summer students in 2023-24 (Increased from 2 to 7) +1 intern in 2023-2024 (Increased from 0 to 1)	3 vacant positions filled through eligibility lists Increase in # of Indigenous Aboriginal summer students and Interns	No eligibility list hires in 2024-25 fiscal year 3 new Indigenous Aboriginal Summer Students in 2024-25 fiscal year (60% of 5 total) 1 Indigenous Aboriginal intern in 2024-25	2 positions filled through eligibility lists 6 Indigenous Aboriginal summer students. 3 Indigenous Aboriginal interns		



Department of Executive and Indigenous Affairs Departmental Indigenous Employment Plan

GOAL 2: Indigenous	ACTIONS	PERFORMANCE MEASURE	MILESTONES				NOTES	
			2023/2024		2024/2025			
			Target	Status as of Q4	Target	Status as of Q4		
Action 1.4: <ul style="list-style-type: none">In partnership with FIN, develop Executive and Indigenous Affairs (EIA) specific community outreach plans to 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.	<p><i>Increase in Indigenous applicants who screen into positions</i></p> <p><i># of virtual information sessions for community members; presentations provided to Indigenous governments or Indigenous organizations</i></p> <p><i>Statistics regarding Indigenous hires within the GNWT</i></p>	Development community outreach plan with Indigenous governments and Indigenous organizations to increase awareness of career opportunities	Under development	Minimum of 1 presentation per year	Under development with the Department of Finance	Community outreach plan completed; 1 presentation completed	Statistics shared with Indigenous governments by Q4	
		The Department to provide Indigenous Governments with hiring statistics to deliver information on progress with Indigenous hiring	Under development	Provide Indigenous Governments with hiring statistics to deliver information on progress with Indigenous hiring	Under development			
Action 2.1: <ul style="list-style-type: none">Ensure that all employees complete the mandatory Living Well Together training.	<i># of employees who have completed the training</i>	90% of employees have completed training		Maintain 95% of employee training completion	90.9% of employees have enrolled 79.3% have completed ICAST training	85% ICAST completion rate		



Department of Executive and Indigenous Affairs Departmental Indigenous Employment Plan

ACTIONS	PERFORMANCE MEASURE	MILESTONES					NOTES	
		2023/2024		2024/2025		2025/2026 Targets		
		Target	Status as of Q4	Target	Status as of Q4			
Action 2.2: <ul style="list-style-type: none">Ensure all employees complete unconscious bias training once launched by FIN.Ensure all employees complete the Equitable Workplace: Cultivating Attitudes of Anti-Racism and Allyship Training.	<i># of employees who have completed the training</i>	15% of employees have completed training	Unconscious bias 8.0% Enrolled 5.6% Completed	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		
		30% of employees have completed Equitable Workplace training	Equitable Workplace – Employees 22.9% Enrolled 17.1% Completed Equitable Workplace – Managers 35.0% Enrolled 25.0% Completed	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		



Department of Executive and Indigenous Affairs Departmental Indigenous Employment Plan

ACTIONS	PERFORMANCE MEASURE	MILESTONES				NOTES	
		2023/2024		2024/2025			
		Target	Status as of Q4	Target	Status as of Q4		
Action 2.3: <ul style="list-style-type: none">Once developed by FIN, staff and manager utilization of:<ul style="list-style-type: none">Indigenous wellness supports; andcultural competency training.	<p><i># of employees who access Indigenous wellness supports</i></p> <p><i># of employees who complete training</i></p>	Development of Indigenous Wellness Supports and Cultural Competency Training by FIN	-	Launch of Indigenous Wellness Supports and Cultural Competency Training (targets and tracking for to be determined)	4 employees enrolled in ICAST (down from 9 in 2023-24)	20% of employees access wellness supports 30% complete cultural competency training	
		2 Indigenous employees have accessed IDTP	No employees have accessed IDTP	2 Indigenous employees have accessed IDTP	1 Indigenous employee has accessed IDTP	2 Indigenous employees access IMDTP	
	<p><i># of Indigenous employees accessing IMDTP program</i></p> <p>Current baseline as of June 15: 0</p> <p><i>Development of external training is available to Indigenous employees</i></p>	Develop a listing of external training resources available to Indigenous employees and communicate within the Department	Under development	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).	
Action 2.4: <p>FIN to develop Mentorship Guidelines and Succession Planning Guidelines:</p> <ul style="list-style-type: none">EIA mentorship plans;EIA succession plans developed.	<p><i># of succession plans developed</i></p> <p><i># of mentorship plans developed</i></p> <p><i># of Indigenous employees within Senior management roles</i></p>	Development of mentorship and succession planning guidelines by	Under development	Department has developed overarching succession plan based on guidelines	Departmental succession plan under development	Departmental succession plan developed The Department of Finance is in the final stages before Launch of the first Indigenous Mentorship Initiative Pilot Program, which will be launched in the 2025-26 fiscal year. There will also be	



Department of Executive and Indigenous Affairs Departmental Indigenous Employment Plan

ACTIONS	PERFORMANCE MEASURE	MILESTONES				NOTES	
		2023/2024		2024/2025			
		Target	Status as of Q4	Target	Status as of Q4		
	<i>Current baseline as of March 31, 2022: 33.3% of Senior Managers are Indigenous Aboriginal employees</i>	Department of Finance		developed by the Department of Finance 10% of employees have mentorship plans in place		15% of employees have mentorship plans Succession plans for 25% of senior positions	
Action 2.5: <ul style="list-style-type: none">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 <i>Creation and use of eligibility listings when completing transfer assignments (TA)</i>	2 vacant positions filled using ICGP 1 secondment supported through BCIG	<i>No positions currently filled using ICGP</i> <i>No Secondments supported through BCIG</i>	2 vacant positions filled using ICGP in 2024-25 fiscal year 1 secondment supported through BCIG	0 Positions filled using ICGP in 2024-25 fiscal year 0 secondments supported through BCIG	1 position filled through ICGP 2 secondments through BCIG	
		35% of TAs filled by Indigenous employees	58.3% of Transfer Assignments within EIA during 2023-24 FY were filled by Indigenous Aboriginal Employees	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	



Department of Executive and Indigenous Affairs Departmental Indigenous Employment Plan

DEPARTMENT OF EXECUTIVE & INDIGENOUS AFFAIRS INDIGENOUS EMPLOYMENT TARGETS

	CURRENT (March 31, 2022)	SHORT-TERM (By March 31, 2024)	RESULTS SHORT-TERM March 31, 2025	MEDIUM-TERM (By March 31, 2026)	LONG-TERM (By March 31, 2028)
Staffed positions					
All filled positions	108	108	132	132	132
Indigenous Aboriginal employees	49	51	53	54	56
Net Increase Targets	-	+2	+4	+1	+2
Percentage	45%	47%	40.2%	50%	52%
Indigenous Aboriginal employees by job classification					
Senior Management					
Total employees	15	15	20	20	20
Indigenous employees (#)	5	5	7	8	5
Net Increase Target	-	0	+2	+1	0
Indigenous employees (%)	33%	33%	35%	40%	33%
Middle Management					
Total employees	2	2	0	2	2
Indigenous employees (#)	1	1	0	1	1
Net Increase Target	-	0	0	+1	0
Indigenous employees (%)	50%	50%	0%	50%	50%
University Equivalency					
Total employees	41	41	83	83	83
Indigenous employees (#)	13	15	24	27	29
Net Increase Target	-	+2	+9	+2	+2
Indigenous employees (%)	32%	37%	28.9%	33%	35%
College/Trades Equivalency					
Total employees	46	46	47	47	47
Indigenous employees (#)	28	28	28	29	30
Net Increase Target	-	0	+0	+1	+1
Indigenous employees (%)	61%	61%	59.6%	62%	64%
High School Equivalency or Below					
Total employees	4	4	2	3	4
Indigenous employees (#)	2	2	1	2	3
Net Increase Target	-	0	-1	+1	+1
Indigenous employees (%)	50%	50%	50%	67%	75%

Notes: