



	ACTIONS	PERFORMANCE MEASURE	MILESTONES				NOTES
			2022/2023		2023/2024	2024/2025	
			Target	Status as of Q4			
GOAL 1: Indigenous Representation	<b>Action 1.1:</b> Review all job descriptions to remove systemic barriers and reflect appropriate non-inflated education and experience requirements.	% of job descriptions (JDs) reviewed	20% of JDs reviewed	20% of JDs reviewed	35% of JDs reviewed	50% of JDs reviewed	
	<b>Action 1.2:</b> 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 who complete the training	Training launch	Hiring Managers training launched  11.5% of employees have complete training	40% of hiring managers have completed the training	70% of hiring managers have completed the training	
	<b>Action 1.3:</b> Review Indigenous eligibility lists for pre-qualified candidates prior to initiating a job competition.	% of positions filled without a competition  Increase of Indigenous hires within department  Increased number of candidates added to database	Launch of eligibility database	Under development	3% position filled with eligibility lists	5% position filled with eligibility lists	
	<b>Action 1.4:</b> All Managers Complete the Staffing Options Checklist within the Assembly’s Staffing Guidelines and Procedures.	100% - Accountability from top down <ul style="list-style-type: none"><li>Hiring Manager completes the Assembly's Staffing Approval Checklist &amp; receives Clerk approval to proceed. This reaffirms that Managers are adhering to Action 1.3 and Indigenous Representation within the recruitment process.</li><li>If the top applicant is not an AA candidate, Clerk approval is required</li></ul>	100% Managers adhere to the staffing options checklist – which requires Clerk approval prior to initiating a competition.	100% Managers adhere to the staffing options checklist – which requires Clerk approval prior to initiating a competition	100% Managers adhere to the staffing options checklist – which requires Clerk approval prior to initiating a competition.	100% Managers adhere to the staffing options checklist – which requires Clerk approval prior to initiating a competition.	



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		<i>prior to contacting the applicants references.</i>					
GOAL 2: Indigenous Leadership	<b>Action 2.1:</b> Ensure that all employees complete Living Well Together: Indigenous Cultural Awareness and Sensitivity Training.	<i>% of employees who have completed all 8 modules of ICAST</i>	<i>50% of employees have completed training</i>	59.6% of employees have completed training  71.2% of employees are enrolled in training.	<i>70% of employees complete training</i>	<i>75% of employees complete training</i>	
	<b>Action 2.3:</b> Ensure all employees complete the Equitable Workplace: Cultivating Attitudes of Anti-Racism and Allyship Training.	<i>% of employees who have completed the training</i>  <i># of sessions available</i>	<i>8% of employees have completed training</i>	19.2% of employees have completed training	<i>25% of employees have completed training</i>	<i>30% of employees have completed training</i>	
	<b>Action 2.4:</b> Ensure employees complete exit interview process that includes questions about employee experiences with bias, racism, discrimination, harassment and cultural insensitivity.	<i>% of exit interviews offered with employees who leave their position</i>	<i>Department of Finance develops exit interview process</i>	Under development	<i>Department of Finance develops exit interview process</i>	<i>75% of departing employees offered an exit interview</i>	
	<b>Action 2.5:</b> Ensure Indigenous employees are aware of and apply to the Indigenous Management Development and Training Program (IMDTP), and that it is fully subscribed.	<i>% of employees accessing program</i>	<i>10% employees from Assembly have accessed IMDTP</i>	4 employees have accessed IMDTP (1 from NWT human rights commission)	<i>10% employees from Assembly have accessed IMDTP</i>	<i>15% employees from Assembly have accessed IMDTP</i>	
	<b>Action 2.5:</b> Access Indigenous mentorship program for informal on-the-job training.	<i>% of employees accessing program</i>	<i>Department of Finance develops and promotes Indigenous Mentorship Program</i>	Under development	<i>Department of Finance develops and promotes Indigenous Mentorship Program</i>	<i>10% Indigenous employees are participating in the program in some capacity</i>	



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	<b>Action 2.5:</b> 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	Department of Finance will create resources for employees to identify career pathways in their Learning and Development Plan	Under development	Department of Finance will create resources for employees to identify career pathways in their Learning and Development Plan	20% of employees have identified a career path	
	<b>Action 2.5:</b> Implement the Legislative Assembly’s succession plan with a focus on Indigenous employee development.	% of Indigenous employees identified for succession planning	Launch the Legislative Assembly’s Succession Plan	Succession Plan launched July 2023	30% of Indigenous employees identified within succession plans	50% of Indigenous employees identified within succession plans	
	<b>Action 2.6:</b> Use the Indigenous Career Gateway Program (ICGP).	% of ICGP candidates hired into vacant positions.	2% vacant entry level positions filled using ICGP	1 position filled using ICGP	2% vacant entry level positions filled using ICGP	2% entry level positions filled using ICGP	
	<b>Action 2.6:</b> 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	Minimum of 50% of TAs filled by Indigenous employees	16.67% of TAs filled by Indigenous employees	20% of TAs filled by Indigenous employees	25% of TAs filled by Indigenous employees	



LEGISLATIVE ASSEMBLY OF THE NORTHWEST TERRITORIES  
INDIGENOUS EMPLOYMENT TARGETS

	CURRENT (March 31, 2022)	SHORT-TERM (By March 31, 2024)	MEDIUM-TERM (By March 31, 2026)	LONG-TERM (By March 31, 2028)
Staffed positions				
All filled positions	51	51	51	51
Indigenous Aboriginal employees	19	22	24	27
Net Increase Targets	-	+3	+2	+3
Percentage	37%	43%	47%	53%
Indigenous Aboriginal employees by job classification				
Senior Management				
Total employees	4	3	3	3
Indigenous employees (#)	-	1	1	2
Net Increase Target	-	+1		+1
Indigenous employees (%)	0%	33%	33%	67%
Middle Management				
Total employees	2	3	3	3
Indigenous employees (#)	-	1	1	2
Net Increase Target	-	+1		+1
Indigenous employees (%)	0%	33%	33%	67%
University Equivalency				
Total employees	26	26	26	26
Indigenous employees (#)	8	8	9	9
Net Increase Target	-		+1	
Indigenous employees (%)	31%	31%	35%	35%
College/Trades Equivalency				
Total employees	9	9	9	9
Indigenous employees (#)	4	4	5	5
Net Increase Target	-		+1	
Indigenous employees (%)	44%	44%	56%	56%
High School Equivalency or Below				
Total employees	10	10	10	10
Indigenous employees (#)	7	8	8	9
Net Increase Target	-	+1		+1
Indigenous employees (%)	70%	80%	80%	90%

*\*Job classification definitions:  
Senior Management - Position belonging to DM or SRM union code.  
Middle Management - Position belonging to management NOC occupational code.*