



IDENTIFICATION

Department	Position Title	
Finance	Territorial Statistician	
Position Number	Community	Division/Region
15-2297	Yellowknife	Bureau of Statistics/HQ

PURPOSE OF THE POSITION

As the head of the Northwest Territories Bureau of Statistics (Bureau), the Territorial Statistician is accountable for the territorial government's statistical program. This includes the planning, promotion and production of statistics to ensure the Government of the Northwest Territories has current, relevant and accurate statistics to develop and monitor initiatives. The Territorial Statistician is responsible for deciding the methods and procedures for carrying out the collection, compilation, analysis and publication of statistical information about the Northwest Territories. The Territorial Statistician also ensures the effective representation of territorial statistical interests in dealings with Statistics Canada and other outside agencies, and that the statistical activities within the territorial government are properly coordinated.

SCOPE

The Minister appoints the Territorial Statistician to perform duties and exercise powers under the *Statistics Act*. Reporting to the Deputy Secretary of the Financial Management Board (FMB) and based in Yellowknife, the Territorial Statistician is fully accountable for the activities of the NWT Bureau of Statistics as legislated by the *Statistics Act* and guided by the United Nations Fundamental Principles of Official Statistics. This involves the use of the highest professional, scientific standards to produce impartial statistics that use consistent concepts and classifications. The Territorial Statistician provides statistical expertise to senior levels of all departments, boards and agencies so that government plans and decisions are based on information and analysis that is current, relevant and properly interpreted.

DIMENSIONS

- Reporting Positions (7 direct, and up to 30 indirect depending on survey activities)
- Compensation & Benefits (\$814K)
- Operations & Maintenance (\$30K)
- Grants & Contributions (\$) – project/agreement specific

RESPONSIBILITIES

1. Support Cabinet and GNWT senior management decisions by providing current, clearly interpreted statistical information and statistical advice as required.

- Developing analytical and strategic information needed for planning and decision making.
- Developing statistical models and approaches for departments to determine optimal allocations of resources or benefit levels.
- Advising and supporting strategic planning and performance management systems to support information-based decision making.
- Disseminating statistical products geared toward various levels of statistical proficiency.

2. Contribute to government policy development and program planning by implementing statistical programs required in support of such activities, and by providing advice and assistance of a statistical nature.

- Establishing priorities among those statistical programs required for territorial government purposes.
- Ensuring that required data development activities are undertaken by assigning project responsibilities to Bureau staff and providing advice and direction on work as the senior professional statistician.
- Developing sampling and other methodological approaches needed in the development of territorial statistical information.
- Developing and implementing approaches to dissemination activities to ensure that departments and others have access to the most current, consistent and accurate information that is available.
- Undertaking required statistical projects not completed by staff members.
- Providing advice and assistance for routine statistical requests from GNWT employees, Indigenous governments, community governments and organizations and the general public.

3. Coordinate statistical activities within the government by determining requirements for statistical information, assigning priorities to statistical programs, limiting duplication in statistical activities, and by providing expert advice on departmental statistical work.

- Working with staff throughout GNWT departments to ensure awareness of GNWT statistical information and to limit duplication in statistical activities.
- Working with departments, boards and agencies to provide support and information for departmental analytical work by providing needed statistical information, and advice on measurement, standards and analytical approaches.

4. Ensure that the statistical interests of the territorial government are effectively represented through the presentation of territorial government requirements at federal-provincial and other meetings on statistics, and through liaison with officials of Statistics Canada and other federal departments.

- Working as a member of the Federal-Provincial-Territorial Consultative Council on Statistical Policy comprising the provincial/territorial statisticians and chaired by the Chief Statistician of

Canada, which reviews and recommends priorities for the national statistical system and for the programs of Statistics Canada.

- Participating in various Federal-Provincial-Territorial subject matter statistical committees that provide advice to Statistics Canada on specific subject matters.
- Working on a bilateral basis across the Statistics Canada organization to resolve outstanding issues of particular importance to the GNWT.
- Fostering relationships with other provincial-territorial focal points for collaboration and sharing of methodological resources.
- Maintaining contacts with the statistical branches of various federal departments regarding statistical matters which impact Northwest Territories and with other provincial and territorial statistical agencies on their programs.

5. Manage the human, financial and statistical resources of the Bureau of Statistics to meet goals and objectives in an effective and efficient manner.

6. Uphold and consistently practice personal diversity, inclusion, and cultural awareness, as well as safety and sensitivity approaches in the workplace. Practice and ensure that any subordinate management and supervisory roles also prioritize staff mentorship and on-the-job training, including staff development in annual general objectives.

WORKING CONDITIONS

Assumptions are that the incumbent is reasonably suited to the job, and performs competently, and that all appropriate measures have been taken to mitigate undesirable working conditions.

Physical Demands

No unusual physical demands.

Environmental Conditions

No unusual environmental demands.

Sensory Demands

No unusual sensory demands.

Mental Demands

Approximately 5 trips for federal-provincial-territorial meetings or community presentations per year are normally associated with the position. The position works to strict deadlines, and the incumbent is routinely involved in several varied and complex statistical project simultaneously, with competing pressures. During statistical surveys the position may occasionally encounter uncooperative interviewees.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of a wide variety of statistical methods and where they are applicable

- Knowledge of sampling theory, analysis of variance, national accounting principles, public sector accounting approaches and population estimation & projection methodologies.
- Able to keep current with modern statistical practices and directions.
- Knowledge of data availability and methods used to produce a wide range of statistical information.
- Skilled in the ability to develop innovative approaches to data development activities and statistical modelling.
- Skilled in the ability to communicate highly technical information to non-technical audiences.
- Knowledge of northern culture and the complex political landscape within the NWT.
- Knowledge of broad GNWT issues, challenges and directions to ensure appropriate statistical information is available.
- Skilled in the use of technological solutions to manipulate data.
- Skilled in negotiation and communication to ensure that territorial interests are being reflected in the national statistical program.
- Skilled in the management of people, projects and budgets for the timely completion of activities.
- Skilled in the ability to elicit information from clients in order to provide the best solutions.
- Able to work on multiple projects simultaneously with changing priorities and across multiple subject areas.
- Ability to commit to actively upholding and consistently practicing personal diversity, inclusion, and cultural awareness, as well as safety and sensitivity approaches in the workplace.

Typically, the above qualifications would be attained by:

A Master's degree in economics, statistics, or another field with a focus on quantitative methods, 10 years of experience in a statistical or research environment, including 3 years of supervisory experience.

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

Position Security (check one)

- No criminal records check required
- Position of Trust – criminal records check required
- Highly sensitive position – requires verification of identity and a criminal records check

French language (check one if applicable)

- French required (must identify required level below)

Level required for this Designated Position is:

ORAL EXPRESSION AND COMPREHENSION

Basic (B) Intermediate (I) Advanced (A)

READING COMPREHENSION:

Basic (B) Intermediate (I) Advanced (A)

WRITING SKILLS:

Basic (B) Intermediate (I) Advanced (A)

French preferred

Indigenous language: Select Language

Required

Preferred