



Building Capacity in Indigenous Governments Program

Program Guidelines

Purpose

The goal of the Building Capacity in Indigenous Governments Program is to support secondment arrangements with Indigenous governments in all regions to help develop their human resource capacity.

The program aims to increase the knowledge, skills and abilities of participants by:

- Increasing the capacity of Indigenous governments;
- Provide work experience for participants;
- Provide participants with exposure to Indigenous and Territorial government organizations;
- Provide additional employment in communities and develop the Northern workforce.; and
- Enhance intergovernmental cooperation and strengthen bilateral relationships

Funding will be released to the department facilitating the secondment or to the Indigenous government. Funding will be used to offset all costs, including salary.

Program Components

The Building Capacity in Indigenous Governments Program allows for employees of Indigenous governments to be seconded to a position within the GNWT and/or GNWT employees to be seconded to a position within Indigenous governments.

Seconded's will be paired with an existing employee and receive on the job training.

The maximum term of a secondment, including extensions, shall not exceed two years.

Secondment Agreement Opportunities

The secondment program promotes and facilitates the exchange of employees through temporary assignments between Indigenous governments and the GNWT.

The procedures for applying for secondment opportunities under this program are outlined in the User Guidelines. The User Guidelines can be accessed at

<https://www.fin.gov.nt.ca/en/services/diversity-and-inclusion/building-capacity-indigenous-governments>.

Employees of an Indigenous Government Seconded to the GNWT

A secondment to the GNWT should be filled in accordance with the Government's Affirmative Action Policy. The Indigenous Human Resource Specialist provides an analysis of the proposed secondment and will work with both parties to finalize an agreement.

Employees from the GNWT Seconded to Indigenous Government

A secondment to Indigenous Governments should be filled in accordance with the Government's Affirmative Action Policy. The Indigenous Human Resource Specialist provides an analysis of the proposed secondment and will work with both parties to finalize an agreement.

Funding Parameters

The Department of Finance will provide funding for up to a maximum of \$40,000 per year per secondment. The Program will have the capacity to allow for approximately 10 placements annually.

Amounts will be prorated dependent on the length and salary required for the position. Funding will be provided through a secondment agreement with the relevant accountability requirements.

Funding will be allocated on a first come basis.

Application Process

The Building Capacity in Indigenous Governments is an application-based program and will be administered by the Diversity and Inclusion unit within the Department of Finance.

The Diversity and Inclusion unit will work with Human Resource Representative to determine potential secondment arrangements and the tentative terms and conditions of the secondment.

Applications to the program can be accessed at <https://www.fin.gov.nt.ca/en/services/diversity-and-inclusion/building-capacity-indigenous-governments>.

Questions on the application form or program can be directed to the Diversity and Inclusion unit at diversityandinclusion@gov.nt.ca.

Program Evaluation

This program will be reviewed on a yearly basis by the Diversity and Inclusion Unit to ensure its effectiveness in meeting the outlined objectives.

This program will be evaluated through a monitoring and evaluation framework in the 2023 fiscal year.

The Department of Finance will report annually on program placements in the annual Business Plan.