



Department of Executive and Indigenous Affairs Indigenous Employment Plan

	OBJECTIVE	ACTIONS	PERFORMANCE MEASURE	MILESTONES		
				2022/2023	2023/2024	2024/2025
GOAL 1: Indigenous Representation	Address bias, racism, and discrimination throughout the staffing process, resulting in improved cultural competency in the public service.	<p>Action 1.1:</p> <ul style="list-style-type: none"> • Review all JD's to target systemic barriers. <ul style="list-style-type: none"> ○ 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. 	<p># of job descriptions (JDs) reviewed.</p> <ul style="list-style-type: none"> • 132 Active Job Descriptions 	25% (33) of JDs reviewed	50% (66) of JDs reviewed	100% (132) of JDs reviewed
				Development of Guidelines and implementation of sharing guidelines across GNWT		



Department of Executive and Indigenous Affairs Indigenous Employment Plan

OBJECTIVE	ACTIONS	PERFORMANCE MEASURE	MILESTONES		
			2022/2023	2023/2024	2024/2025
	<p>Action 1.2:</p> <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"> Staffing process training to be developed and launched by FIN in 2022-23. 	<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)
				45% managers have completed staffing process training	70% managers have completed staffing process training
	<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 	<p><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></p>		<p>Training and resources developed and launched</p> <p>25% of employees complete training</p>	50% of employees complete training



Department of Executive and Indigenous Affairs Indigenous Employment Plan

	OBJECTIVE	ACTIONS	PERFORMANCE MEASURES	MILESTONES		
				2022/2023	2023/2024	2024/2025
		<p>Action 1.3:</p> <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. 	<p><i>Database of eligible Indigenous candidates established</i></p> <p><i># of positions filled using the eligibility database list</i></p> <p><i>Network strategy developed</i></p> <p><i># of indigenous Students and Interns</i></p>	<p>Development of Indigenous eligibility list; utilization of eligibility list (as required)</p> <p>In partnership with FIN, develop network strategy to target Indigenous students</p>	<p>2 vacant positions are filled with eligibility lists</p> <p>Increase in # of Indigenous Aboriginal summer students and Interns</p>	<p>3 vacant positions filled through eligibility lists</p> <p>Increase in # of Indigenous Aboriginal summer students and Interns</p>



Department of Executive and Indigenous Affairs Indigenous Employment Plan

	OBJECTIVE	ACTIONS	PERFORMANCE MEASURES	MILESTONES		
				2022/2023	2023/2024	2024/2025
		<p>Action 1.4:</p> <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>	<p>Development community outreach plan with Indigenous governments and Indigenous organizations to increase awareness of career opportunities</p> <p>Provide Indigenous Governments with hiring statistics to deliver information on progress with Indigenous hiring</p>	<p>Minimum of 1 presentation per year</p>	



Department of Executive and Indigenous Affairs Indigenous Employment Plan

	OBJECTIVE	ACTIONS	PERFORMANCE MEASURES	MILESTONES		
				2022/2023	2023/2024	2024/2025
GOAL 2: Indigenous Leadership	Encourage and support Indigenous people to join and stay with the Public Service by fostering a culturally inclusive workplace that addresses bias, racism and discrimination, and that is free of harassment.	<p>Action 2.1:</p> <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 by end of 2022-23 fiscal	95% of employees have completed training	Maintain 95% of employee training completion
		<p>Action 2.2:</p> <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>	Department of Finance to launch unconscious bias training		10% of EIA employees have completed unconscious bias training
				23% of employees have completed Equitable Workplace training	30% of employees have completed Equitable Workplace training	50% of employees have completed Equitable Workplace training



Department of Executive and Indigenous Affairs Indigenous Employment Plan

	OBJECTIVE	ACTIONS	PERFORMANCE MEASURES	MILESTONES		
				2022/2023	2023/2024	2024/2025
	Improve retention of Indigenous employees through professional development and career progression.	<p>Action 2.3:</p> <ul style="list-style-type: none"> Once developed by FIN, staff and manager utilization of: <ul style="list-style-type: none"> Indigenous wellness supports; and cultural 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)
		<p>Action 2.3:</p> <ul style="list-style-type: none"> 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. 	<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>	1 Indigenous employee has accessed IMDTP	2 Indigenous employees have accessed IMDTP	2 Indigenous employees have accessed IMDTP
				Develop a listing of external training resources available to Indigenous employees and communicate within the Department		



Department of Executive and Indigenous Affairs Indigenous Employment Plan

	OBJECTIVE	ACTIONS	PERFORMANCE MEASURES	MILESTONES		
				2022/2023	2023/2024	2024/2025
		<p>Action 2.4: 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> <ul style="list-style-type: none"> • Current baseline as of March 31, 2022: 33.3% of Senior Managers are Indigenous Aboriginal employees 	Development of mentorship and succession planning guidelines by Department of Finance		Department has developed overarching succession plan based on guidelines
		<p>Action 2.5:</p> <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. 	<p><i># of ICGP candidates hired</i></p> <p><i># of secondments through BCIG</i></p> <ul style="list-style-type: none"> ○ <i>Creation and use of eligibility listings when completing transfer assignments (TA)</i> 	1 vacant position filled using ICGP	2 vacant positions filled using ICGP	2 vacant positions filled using ICGP
				Transfer assignment opportunities are communicated to Indigenous employees	1 secondment supported through BCIG	Eligibility lists used when job vacancies are expected to be filled via TA
					10% of employees have mentorship plans in place	Increase the # of transfer assignment opportunities communicated



Department of Executive and Indigenous Affairs Indigenous Employment Plan

DEPARTMENT OF EXECUTIVE & INDIGENOUS AFFAIRS 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	108	108	108	108
Indigenous Aboriginal employees	49	51	54	56
Net Increase Targets	-	+2	+3	+2
Percentage	45%	47%	50%	52%

Indigenous Aboriginal employees by job classification

Senior Management

Total employees	15	15	15	15
Indigenous employees (#)	5	5	5	5
Net Increase Target	-	0	0	0
Indigenous employees (%)	33%	33%	33%	33%

Middle Management

Total employees	2	2	2	2
Indigenous employees (#)	1	1	1	1
Net Increase Target	-	0	0	0
Indigenous employees (%)	50%	50%	50%	50%

University Equivalency

Total employees	41	41	41	41
Indigenous employees (#)	13	15	17	17
Net Increase Target	-	+2	+2	0
Indigenous employees (%)	32%	37%	41%	41%

College/Trades Equivalency

Total employees	46	46	46	46
Indigenous employees (#)	28	28	28	30
Net Increase Target	-	0	0	+2
Indigenous employees (%)	61%	61%	61%	65%

High School Equivalency or Below

Total employees	4	4	4	4
Indigenous employees (#)	2	2	3	3
Net Increase Target	-	0	+1	0
Indigenous employees (%)	50%	50%	75%	75%