



## **KITIGAN ZIBI ANISHINABEG**

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February 8, 2018

DEAR BAND MEMBER:

The Kitigan Zibi Anishinabeg Council is in the process of developing a Memorandum of Understanding with Indigenous and Northern Affairs to address our Aboriginal title land issue and to immediately address the LeBreton Flats development that is being planned by the National Capital Commission.

The Algonquin people situated in Quebec have Aboriginal rights and title rights everywhere in our traditional territory situated in the Ottawa River watershed. We have been denied our rightful place within our homeland and the time has come for us to address our title rights.

An Aboriginal title claim was submitted in the Ontario courts for a site-specific title claim in the LeBreton Flats and the Islands situated in the Ottawa/Gatineau region.

This claim has now been put in abeyance given that the federal government has agreed to a process of reconciliation allowing Kitigan Zibi as the lead Algonquin community, to begin discussion on our title rights starting with the LeBreton Flats and Ottawa/Gatineau Islands situated in the Ottawa River.

We do not agree with the process undertaken by the so-called Algonquins of Ontario and want to ensure that our rights are protected.

We all are very concerned about the National Capital Commission's plan to allow development of the LeBreton Flats lands without properly consulting us and accommodating the Algonquins in benefitting from the proposed economic development of the area.

The Department of Indigenous and Northern Affairs have approved a funding envelope to allow us to establish a negotiation team to begin the process of reconciliation. Council agrees to make a serious attempt at negotiation and hopes to access more funding as other Quebec Algonquin First Nations join the process.

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We hope that progress with the LeBreton Flats claim will move forward quickly with tangible results for the Algonquin people.

It will take hard negotiation with the federal government for us to ensure we have our rightful place in the planned development of the area. It will require us to engage with government both federal and provincial and the economic development proponents every step of the way as the National Capital Commission moves forward with their objective to develop LaBreton Flats lands.

It will take several weeks to establish our negotiation team, which initially will be made up of about five people. Proper job descriptions will be developed and submitted so KZA members who want to be part of the process can apply.

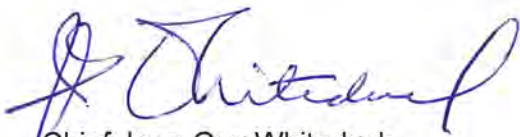
A Communications Officer will be hired as part of the team to ensure our membership is well informed of the negotiation process and to ensure proper feedback to our negotiation team.

To immediately start the project, we will hire a Chief Negotiator/Team Leader to begin working on job descriptions for the team.

All positions will be posted and all KZA members may apply. These positions will be subject to interviews to ensure that the hiring process is open and transparent and that the most competent team is put together to address a complex negotiation process that we hope will secure our rightful place on Algonquin title lands.

Time is of the essence and a position of Chief Negotiator/Team Leader will be put out with the objective of finding a competent leader to move the negotiation forward and to keep Chief and Council and our membership up-to-date of the negotiation process every step of the way.

See attached job description. If you are interested to be lead negotiator please submit your curriculum vitae before February 23, 2018 at 4:00 p.m. to Sandra Commanda or Chief Jean-Guy Whiteduck. If you have any questions regarding this letter, please do not hesitate to contact me at 819 449 5170 or by email at [jean-guy.whiteduck@kzq.qc.ca](mailto:jean-guy.whiteduck@kzq.qc.ca).



Chief Jean-Guy Whiteduck  
Kitigan Zibi Anishinabeg

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**KITIGAN ZIBI ADMINISTRATION**  
**JOB DESCRIPTION**  
**CHIEF NEGOTIATOR-RECOGNITION OF INDIGENOUS**  
**LAND RIGHTS AND SELF DETERMINATION**

<b>GENERAL INFORMATION</b>	
<b>Job Title</b>	Chief Negotiator-Recognition of Indigenous Land Rights and Self Determination
<b>Category</b>	Professional
<b>Sector</b>	Administration
<b>Location</b>	Kitigan Zibi Community and Ottawa, Ontario
<b>Terms</b>	Full-Time. 1 year contract with the possibility of renewal
<b>Hours</b>	35 hours
<b>Immediate supervisor</b>	KZA Chief and Council
<b>Salary Level</b>	Level 11 Range to be determined as per the Kitigan Zibi Salary Scale
<b>Date of job description</b>	February 2018

<b>JOB SUMMARY</b>	
<p>Under the direction of the Kitigan Zibi Chief and Council the Chief Negotiator- Recognition of Indigenous Land Rights and Self Determination will be responsible to assemble and lead a technical team that will coordinate all activities and work required for negotiations. The incumbent will be required to protect the collective interests of the Kitigan Zibi membership and communicate on a regular basis the progress of the negotiations;</p>	

<b>KEY DUTIES</b>	
<p>The Chief Negotiator- Recognition of Indigenous Land Rights and Self Determination will:</p> <ul style="list-style-type: none"><li>• Develop, implement and lead a negotiation team including the staffing and supervision of all positions required for the maintain effective negotiations as directed by Chief and Council;</li><li>• Prepare and manage budgets and funding proposals;</li><li>• Develop and initiate work plans and timelines for the negotiation process;</li><li>• Develop a communication plan to be implemented and monitored for effective delivery of the negotiation process;</li><li>• Prepare and submit reports, summaries and briefing documents;</li><li>• Attend meetings and acts a lead spokesperson during the negotiation process;</li><li>• Contingency and strategic planning;</li><li>• Consultation with internal and external agencies to ensure that the best interests of the Kitigan Zibi membership represented.</li></ul>	

<b>ACCOUNTABILITY</b>	
<ul style="list-style-type: none"> <li>• The Chief Negotiator -Recognition of Indigenous Land Rights and Self Determination takes his/her mandate directly from Chief and Council and reports accordingly on the coordination of work performed by the negotiation team;</li> <li>• Accountable for the management of the approved budgets</li> <li>• Accountable to adhere to and enforce all Kitigan Zibi Anishinabeg protocols, work place policies including the Oath of Confidentiality, Human Resources Policies, Work Code of Ethics and Privacy Policies;</li> <li>• Conducts research and writes work plans, communication strategies and protocols;</li> <li>• Accountable to ensure the effective management and delivery of strategic plans</li> </ul>	

<b>WORKING RELATIONSHIPS</b>	
<b>Interpersonal Relationships</b>	<ul style="list-style-type: none"> <li>• maintains proper supervisory relationships;</li> <li>• maintains positive working relationships with the Chief and Council, KZA membership and employees.</li> </ul>
<b>Leadership</b>	<ul style="list-style-type: none"> <li>• holds the leadership role in the management of KZA negotiation process;</li> <li>• maintains a high level of confidentiality and discretion.</li> </ul>
<b>Team work</b>	<ul style="list-style-type: none"> <li>• demonstrates the ability to support and create team work.</li> </ul>
<b>External and Internal communications</b>	<ul style="list-style-type: none"> <li>• communicates with other First Nations, local, regional, provincial and federal agencies.</li> </ul>
<b>Negotiations</b>	<ul style="list-style-type: none"> <li>• will be required to negotiate land rights and self determination discussions.</li> </ul>
<b>Training</b>	<ul style="list-style-type: none"> <li>• keeps abreast of all Federal and Provincial Regulations;</li> <li>• keep current of all legislation, policies and court cases affecting lands claims;</li> <li>• keeps current on management issues and legal obligations.</li> </ul>

<b>ENVIRONMENTAL FACTORS</b>	
<b>Deadlines</b>	<ul style="list-style-type: none"> <li>• proven ability to coordinate work activities and organize own work to meet concurrent deadlines and accomplish multiple tasks;</li> <li>• ensures administrative and multiple reporting deadlines is completed at all levels.</li> </ul>
<b>Mental and physical effort</b>	<ul style="list-style-type: none"> <li>• the incumbent must spend long hours in intense concentration;</li> <li>• fluctuating stress levels may be in the medium high to high range from the constant demands;</li> <li>• primarily indoor work in an office setting.</li> </ul>
<b>Working Conditions</b>	<ul style="list-style-type: none"> <li>• fluctuating work hours/days;</li> <li>• fast paced work environment with frequent interruptions.</li> </ul>
<b>Cultural competency</b>	<ul style="list-style-type: none"> <li>• awareness and knowledge of KZA culture and community.</li> </ul>

<b>QUALIFICATIONS REQUIRED</b>	
<b>Education and Experience</b>	<ul style="list-style-type: none"> <li>• A University Degree issued by a recognized public institution with demonstrated experience in senior management;</li> <li>• OR a College Diploma issued from a recognized public institution with ten (10) years experience in senior level management;</li> <li>• OR a combination of experience and education with a minimum of ten (10) years experience in a senior level management with in depth knowledge of the lands claims process and issues pertaining to negotiations, entitlement and agreements</li> </ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of the Indian Act;</li> <li>• Knowledge of Lands Claims Policies and Agreements and Court cases affecting aboriginal rights and title;</li> <li>• Sound problem solving skills;</li> <li>• Excellent verbal communication skills in English;</li> <li>• Excellent writing skills in the English language;</li> <li>• Knowledge of the Algonquin and French language is a definite asset;</li> <li>• Standard office computer literacy, instant messaging and use of the Internet;</li> <li>• Ability to multi-task and manage workloads;</li> <li>• Ability to maintain professionalism with diplomacy tact and discretion.</li> </ul>
<b>Conditions of employment</b>	<ul style="list-style-type: none"> <li>• Medical Certificate of good health is required if offered the position;</li> <li>• Must not possess any related criminal convictions and ability to maintain throughout employment;</li> <li>• Valid driver's license and ability to maintain throughout employment;</li> <li>• Legally able to work in Canada.</li> </ul>