JOB POSTING

Consultation Coordinator

Netmizaaggamig Nishnaabeg (Pic Mobert First Nation), Lands and Resources Department

Employment Type: Full-Time, Permanent
Location: Netmizaaggamig Nishnaabeg, Ontario
Compensation: Competitive salary based on the Nation's internal salary grid
Application Deadline: November 23, 2026, or until filled thereafter
Posting Date: November 9, 2026

About Netmizaaggamig Nishnaabeg

Netmizaaggamig Nishnaabeg is an Ojibwe First Nation located on the shores of White Lake in Northwestern Ontario. We call our territory “Netmizaaggamig Aki” (land), which extends to the shores of Lake Superior and reaches further inland. We are a proud Anishinaabe community with deep-rooted connections to our lands, waters, culture, traditions, and the generations who have cared for this territory.

Position Summary

Netmizaaggamig Nishnaabeg is seeking a motivated and organized individual to fill the full-time permanent position of Consultation Coordinator.
The Consultation Coordinator will play an important role in supporting Netmizaaggamig Nishnaabeg in protecting and advancing the Nation's Aboriginal rights, interests, and relationship with Netmizaaggamig Aki.
The successful candidate will coordinate and manage consultation activities with federal and provincial governments, industry proponents, and other organizations whose proposed projects or activities may affect the Nation's rights, lands, waters, and resources.
Working closely with the Lands and Resources Department staff, the Consultation Coordinator will review consultation requests, coordinate engagement opportunities, assess potential impacts, maintain accurate records, and support informed decision-making that reflects the priorities and interests of Netmizaaggamig Nishnaabeg.

Key Responsibilities

- Receive, review, and coordinate consultation requests from government agencies, industry proponents, and other organizations.
- Monitor proposed developments, projects, and activities within or potentially affecting Netmizaaggamig Aki.
- Review project information and identify potential impacts on Aboriginal rights, land use, cultural heritage, lands, waters, and natural resources.
- Monitor cumulative impacts within Netmizaaggamig Aki.
- Coordinate meetings, consultations, and engagement sessions with government representatives, proponents, leadership, and community members.
- Prepare correspondence, briefing notes, reports, presentations, and recommendations.
- Maintain organized consultation files, project databases, tracking systems, and records of engagement.
- Work collaboratively with technical advisors, consultants, Elders, Knowledge Holders, and community members.
- Support the development of consultation policies, procedures, and protocols.
- Ensure consultation activities reflect Netmizaaggamig’s values, priorities, and direction.
- Provide regular updates to leadership on active consultation files and emerging issues.

Qualifications and Experience

The ideal candidate will be organized, motivated, detail-oriented, and interested in supporting the rights, interests, and priorities of Netmizaaggamig Nishnaabeg.

The following qualifications and experience are considered assets:

- Previous experience working in First Nation consultation, Indigenous relations, or community-based initiatives.
- Knowledge or experience relating to Aboriginal and Treaty rights, Indigenous governance, and consultation processes.
- Experience or education in environmental studies, natural resources, land management, planning, or related fields.
- Strong written and verbal communication skills.
- Excellent organizational, time-management, and administrative skills.
- Ability to review, interpret, and summarize technical documents, reports, and project proposals.
- Experience coordinating meetings, projects, or community engagement activities.
- Ability to work independently while also contributing effectively as part of a team.
- Proficiency with Microsoft Office applications and general computer skills.
- An understanding of Anishinaabe culture, traditions, and the importance of protecting lands, waters, and natural resources.

A combination of education, training, lived experience, and relevant work experience will be considered. Candidates who demonstrate a willingness to learn and develop their knowledge of consultation processes are encouraged to apply.

What We Offer

- Full-time, permanent employment.
- Competitive compensation based on the Nation's internal salary grid.
- An opportunity to ensure sustainable development while contributing to the protection of Netmizaaggamig Aki, lands, waters, and Aboriginal rights.
- Meaningful work supporting the Nation, its leadership, and community priorities.
- A collaborative work environment where community values, relationships, and respect for Anishinaabe traditions are important.

Encouraging Members to Apply

Netmizaaggamig Nishnaabeg strongly encourages members of the Nation to apply. We recognize the value of community knowledge, lived experience, and a strong connection to our lands, waters, culture, and traditions. Candidates who are passionate about contributing to the future of the Nation are encouraged to apply.

Application Process

Interested candidates are invited to submit their resume and cover letter to:

Jesse Gaudette
Lands and Resources Manager
Netmizaaggamig Nishnaabeg
Email: jesse.gaudette@picmobert.ca

Application Deadline: November 18, 2026, or until filled thereafter.

We thank all applicants for their interest. Only those selected for an interview will be contacted.