Employment Opportunity

Inuit Impact and Benefits Agreement Implementation Officer

Kugluktuk, Nunavut

The Kitikmeot Inuit Association (KIA) has an exciting and challenging indeterminate employment opportunity available in Kugluktuk, Nunavut for the implementation of the Inuit Impact and Benefits Agreements (IIBAs) for the Hope Bay and Back River Projects. The Hope Bay and Back River Projects are both gold mines located in the Kitikmeot Region.

Under the direction of the IIBA Manager of KIA's Department of Lands and Environment, the IIBA Implementation Officer is responsible for supporting the execution of the agreements and is to facilitate success in Inuit training, employment and business contracting for the Hope Bay and Back River Projects. Specifically, the IIBA Implementation Officer is to monitor, review, and track data on training, support the preparation of evaluation reports, and to provide secretarial support to the Implementation Committee. Duty travel may be occasionally required.

The successful applicant will have a diploma in Office Management or Administration along with three to five (3-5) years of experience. Fluency in Inuinnaqtun or Inuktitut is considered an asset.

The starting salary for the position ranges from $108,667 – $133,454. KIA has a comprehensive employee benefits package plus $27,311.52 Northern Allowance.

Interested applicants are encouraged to submit a cover letter and a resume, giving education, and work experience background information to:

Donna Olsen-Hakongak
Human Resources Consultant
Kitikmeot Inuit Association
PO Box 18 Cambridge Bay, NU X0B 0C0
Or by email to: dolsen-hakongak@kitia.ca

Preference will be given to Kitikmeot Inuit Beneficiaries. Applicants with questions, or who want to request a full job description can contact Donna Olsen-Hakongak at 867.983.2458 Ext. 1028.

KIA will only contact those candidates considered for an interview.

Closing Date: June 26, 2026 at 5:00 pm MST.