



MANITOBA MÉTIS FEDERATION

POLICY ANALYST

May 7, 2025

Posting #25-13-002

The Manitoba Métis Federation (MMF) is the democratically elected National Government of the Red River Métis, also known as the Manitoba Métis. The Red River Métis are a distinct Indigenous Nation and People, and Canada's Negotiating Partners in Confederation and the Founders of the Province of Manitoba.

The MMF seeks to fill **one full-time Policy Analyst** position within our **Housing and Property Management Department** located at 150 Henry Ave in **Winnipeg, MB**. The Policy Analyst is responsible for researching opportunities and potential prospects that will increase the control and participation of the Red River Métis people over the issues, programs and decisions that affect their lives and to develop the capacity of Red River Métis people to identify their own interest and solutions for building healthy and sustainable communities

Job Duties/Competencies:

- Undertake research and analysis of a broad range of social and political issues to assist in identifying their implications as they relate to Housing issues and policies;
- Collect and review data through interviews and other data collection procedures;
- Research comparable policy and/or program data from other jurisdictions;
- Provide policy advice and analysis;
- Develop an analytical framework consistent with MMF policy;
- Conduct research, analyze existing government policy and programs;
- Prepare and present reports, position papers and submissions for review by the Director and Housing Minister.

Skills and Qualifications:

- Master's degree in relevant discipline or a bachelor's degree with several years of experience in policy and program review or development;
- Experience working in the public sector, preparing reports and budgets
- Experience implementing strategies for major projects, developing cost analysis and projections;
- Experience conducting research and developing presentations;
- Excellent communication, interpersonal, organizational, and analytical skills;
- Background in housing with knowledge of local, provincial, and federal housing resources;
- Strong interpersonal, organizational, communication and presentation skills;
- Knowledge of Red River Métis culture, MMF programs and services is a definite asset; and,
- Ability to travel, valid Manitoba Driver's license with access to a reliable vehicle.

We offer a comprehensive benefits package including; health, dental, vision, pension, and vacation. Access to an on-site fitness facility as well as an in-house restaurant is available.

Please submit your resume and cover letter, referencing the job posting number by Wednesday, May 21, 2025.

The MMF requires a satisfactory criminal record check prior to commencement of employment. The MMF will accept existing criminal record checks if dated within 3 months of your start date. Obtaining this document is not a guarantee of employment.

Preference will be given to qualified Red River Métis applicants and they are encouraged to self-identify on their cover letter. The MMF encourages internal applicants to apply for career opportunities within our Government.

MMF Human Resources Department
300-150 Henry Ave
Winnipeg, Manitoba R3B 0J7
Email to: jobs@mmf.mb.ca
Fax to (204) 947-1816

All our job postings can be found at: www.mmf.mb.ca.