



Inuit Association
of Manitoba

1000 Notre Dame Avenue
Winnipeg, Manitoba R3E 0N3

Job Posting: Policy & Program Analyst

Organization: Inuit Association of Manitoba

Location: Winnipeg, MB

Employment Type: Full-time

About Us

The Inuit Association of Manitoba (IAM) supports Inuit in Manitoba by advancing policies, programs, and partnerships that strengthen Inuit well-being and community life. Guided by Inuit Qaujimajatuqangit (traditional values and knowledge), we are committed to inclusive, respectful, and culturally grounded work.

The Role

We are seeking a Policy & Program Analyst to join our team. Reporting to the Director of Policy & Housing, this role will support policy and development across the organization. This position plays an important role in strengthening IAM's programs and ensuring Inuit families and communities in Manitoba are well supported.

Key Responsibilities

- Develop and lead policy & program work in all areas of the organization.
- Develop operational guidelines for the Inuit Women and Children's Safe Shelter, Transitional Housing, and Day Care, as well as overall organizational policies.
- Research, develop and write funding proposals to support program and services.
- Prepare clear recommendations and reports for leadership, government and community partners.
- Review, research, and update all internal policies & programs.
- Perform other duties as assigned by leadership.

Qualifications

Inuk preferred;

- University degree in political science, public administration, social sciences, or related field (graduate degree preferred).
- 3–5 years of experience in public policy analysis and development.
- Knowledge of Canadian charities and nonprofits, particularly Inuit communities and culture, is an asset.
- Strong research, writing, and analytical skills, with the ability to prepare compelling reports.
- Proficiency in Microsoft Office and ability to manage multiple priorities.
- Fluency in English required; knowledge of Inuktitut or French considered an asset.
- Ability to travel for meetings, training, and reporting requirements.



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- Clear Criminal Record and Child Abuse Registry Checks required.

What We Offer

- Salary dependent on qualifications, experience, and annual funding.
- Health benefits, and a matching RRSP program.
- Three weeks paid vacation including 2 weeks off at Christmas.
- A supportive, inclusive, and respectful workplace guided by Inuit Qaujimajatuqangit.
- Cultural orientation and training to enrich staff experience.
- The opportunity to make a meaningful impact in advancing the priorities of Inuit in Manitoba.

How to Apply

Interested applicants are encouraged to apply by submitting a resume and cover letter to hr@manitobainuit.ca **no later than October 17, 2025.**