

## INDIGENOUS ARCHIVES ADVISOR

*Archives Society of Alberta (ASA) is a provincial professional association for archives and archivists with nearly 200 members. We build resilient archival professionals and organizations that meet the needs of their communities. We aim to achieve our mission by providing an advisory services program, online archival database, archival supplies loan program, online directory of archival institutions in Alberta, professional development opportunities, and organized advocacy efforts.*

The ASA is working towards supporting the archives of Alberta's Indigenous communities and organizations by developing and implementing an Introduction to Indigenous Archives course as well as providing support to Indigenous communities for the development of their archival programs. The Supporting Indigenous Archives project is an extension of ASA's current advising services. We are seeking applications for the position of Indigenous Archives Advisor to carry out this project. Reporting to the Executive Director/Archives Advisor, the Indigenous Archives Advisor will be responsible for:

- Assisting Indigenous communities with their archival needs by providing advice and informing those archives of available resources;
- Researching and compiling a Needs Assessment Report on Indigenous Archives in Alberta;
- Developing and implementing a pilot Introduction to Indigenous Archives course;
- Establishing relationships with various Indigenous communities in Alberta.

### Qualifications:

- A master's degree in archival studies, information studies, Native studies or equivalent training and experience;
- Some experience in archives and/or information management;
- Strong research, writing, and communication skills;
- Understanding of archival principles and standards;
- Familiarity with Indigenous cultures and experience in Indigenous protocols;
- Familiarity with TRC's Calls to Action, UNDRIP, and the Steering Committee on Canada's Archives' Reconciliation Framework;
- Experience teaching is an asset;
- Valid driver's license.

**Location:** Edmonton, Alberta

**Compensation:** Salary is \$63,000 for the year. The position is full-time temporary for 12 months of employment, beginning June 2023 and ending June 2024.