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Apply By: Friday, February 27, 2026 11:59 pm EST



Print

Job Information

Policy Intern (Indigenous Intern)

Organization: Ministry of Natural Resources
Division: Forest Industry Division/ Operations Branch
City: Peterborough, Sault Ste Marie, Thunder Bay, Timmins
Language of Position(s): English
Job Term: 1 Temporary intern contract for up to 12 months
Job Code: 3A007 - Policy03
Salary: \$65,470.00 - \$90,603.00 Per year
Posting Status: Open
<https://www.ontario.ca/page/careers-job-ad-definitions>
Job ID: 240489



Apply Online

<https://intra.employees.careers.gov.on.ca/Apply.aspx?Language=English&JobID=240489>



View Job Description

<https://intra.employees.careers.gov.on.ca/PDR.aspx?Language=English&JobID=240489>

About the job

By leading and supporting projects, partnering with ministries, and engaging Indigenous communities and external partners on diverse issues ranging from economic and natural resource development to rights and environmental protection, you will:

- Assist and support various projects and programs.
- Gather information, conduct research and analysis for program initiatives and assist in the preparation of policy options and proposals.
- Assist with the preparation of communication and implementation plans and monitoring.
- Participate on various committees and working/project groups.

What you bring to the team

Mandatory requirements

- Candidates must self-identify as Indigenous (First Nations, Métis, or Inuit)
- Have graduated or will graduate from an approved or legally authorized college or university with a degree, postgraduate certificate or diploma in the last four years.
- Are not currently an MNR intern or have not been an MNR intern in the past.
- Must not be a permanent OPS employee.
- Are legally entitled to work in Canada.

Communication and interpersonal skills

- You have strong written and verbal communication skills to provide and exchange information, as well as prepare and present briefing and communications materials.
- You have proven interpersonal skills to liaise effectively with your team, as well as internal and external clients and stakeholders.

Planning and organizational skills

- You can plan, organize, and manage multiple tasks and projects with competing deadlines.
- You have knowledge of project management tools and techniques and experience in project delivery.

Analytical and problem-solving skills

- You can provide policy and program research/knowledge support to projects and branch initiatives.
- You can gather and analyze information to support the development of recommendations and resolutions to issues.

Computer proficiency

- You are fully proficient in common software applications to prepare presentations, and reports, and perform research on the internet/intranet

Additional information:

Successful candidates may be required to undergo an employment screening check in accordance with the Ontario Employment Screening Checks Policy.

Don't meet every qualification?

If you are excited about this position and meet most, but not all, of the listed qualifications, please still consider applying. We recognize that no one person might have every qualification in this job ad, and you just might be the right candidate!

How we support diversity, inclusion and accessibility

We are building an inclusive workforce that reflects the communities we serve. We encourage everyone interested in working with us to apply, including people with disabilities, Indigenous, Black and racialized individuals, as well as people from all ethnicities, cultures, sexual orientations, gender identities and gender expressions.

Our hiring process is accessible, consistent with Ontario's *Human Rights Code* (<https://www.ohrc.on.ca/en/ontario-human-rights-code>) and the *Accessibility for Ontarians with Disabilities Act, 2005*. (<https://www.ontario.ca/laws/statute/05a11>) We are working to prevent and remove barriers in our hiring processes and can offer accommodation (<https://www.ontario.ca/page/careers-hiring-process#section-4>) to address specific needs related to Code-protected grounds such as disability, family status and religion. For more information about accommodation during the hiring process please contact us. ([ContactUs.aspx](#))

Learn more about the work the OPS is doing to create an inclusive, anti-racist, accessible and diverse workplace:

- [diversity, equity and inclusion initiatives](https://www.ontario.ca/page/about-ontario-public-service#section-2) (https://www.ontario.ca/page/about-ontario-public-service#section-2).
- [accessibility](https://www.ontario.ca/page/accessibility) (https://www.ontario.ca/page/accessibility).
- [Anti-Racism Policy](https://www.ontario.ca/page/ontario-public-service-anti-racism-policy) (https://www.ontario.ca/page/ontario-public-service-anti-racism-policy).

Additional information

Address:	<ul style="list-style-type: none">• 1 English Temporary, duration up to 12 months, 300 Water St, Peterborough, East Region or 5520 Hwy 101 E, Timmins, North Region or 435 James St S, Thunder Bay, North Region or 70 Foster Dr, Sault Ste Marie, North Region
Compensation Group:	Association of Management, Administrative and Professional Crown Employees of Ontario
Schedule:	6
	 (https://www.ontario.ca/page/careers-job-ad-definitions)
Category:	Internships
Posted on:	Monday, February 2, 2026

How to apply:

1. You must [apply online](https://intra.Employees.careers.gov.on.ca/Apply.aspx?Language=English&JobID=240489) (https://intra.Employees.careers.gov.on.ca/Apply.aspx?Language=English&JobID=240489).
2. Your cover letter and resume combined should not exceed five (5) pages. For tips and tools on how to write a concise cover letter and resume, review the [Writing a Cover Letter and Resume: Tips, Tools and Resources](https://intra.Employees.careers.gov.on.ca/Docs/OPSCoverLetterandResumeWritingGuide.pdf) (https://intra.Employees.careers.gov.on.ca/Docs/OPSCoverLetterandResumeWritingGuide.pdf).
3. Customize your cover letter and resume to the qualifications listed on the job ad. Using concrete examples, you must show how you demonstrated the requirements for this job. We rely on the information you provide to us.
4. Read the [job description](https://intra.Employees.careers.gov.on.ca/PDR.aspx?Language=English&JobID=240489) (https://intra.Employees.careers.gov.on.ca/PDR.aspx?Language=English&JobID=240489) to make sure you understand this job.
5. OPS employees are required to quote their WIN EMPLOYEE ID number when applying.
6. If you require a disability related accommodation in order to participate in the recruitment process, please [Contact Us](https://www.gogjobs.gov.on.ca/ContactUs.aspx) (https://www.gogjobs.gov.on.ca/ContactUs.aspx) to provide your contact information. Recruitment services team will contact you within 48 hours.

All external applicants (including former employees of the Ontario Public Service) applying to a competition in a ministry or Commission public body must disclose (either in the cover letter or resume) previous employment with the Ontario Public Service. Disclosure must include positions held, dates of employment and any active restrictions as applicable from being rehired by the Ontario Public Service. Active restrictions can include time and/or ministry-specific restrictions currently in force, and may preclude a former employee from being offered a position with the Ontario Public Service for a specific time period (e.g. one year), or from being offered a position with a specific ministry (either for a pre-determined time period or indefinitely). The circumstances around an employee's exit will be considered prior to an offer of employment.

Remember:

The deadline to apply is **Friday, February 27, 2026 11:59 pm EST**. Late applications will not be accepted. We thank you for your interest. Only those selected for further screening or an interview will be contacted.

**The Ontario Public Service is an inclusive employer.
Accommodation is available under the Ontario's Human Rights Code
(<http://www.ohrc.on.ca/en/ontario-human-rights-code>).**



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