Call for Expertise: Review Committee Members – Innovation Hub

Overview

The Office of the Commissioner of Indigenous Languages (OCIL) is seeking experienced individuals to serve as members of its Innovation Hub Review Committee.

The Committee provides independent, expert advice to support the review and assessment of funding applications for innovative projects that advance Indigenous language revitalization, education, and the use of technology. This call-out invites individuals with relevant expertise, lived experience, and community knowledge to be considered for appointment to the Committee.

Note: As outlined in the Indigenous Languages Act, the Office of the Commissioner of Indigenous Languages cannot provide funding for Indigenous language programming or for the infrastructure, capital, or operational costs associated with delivering Indigenous language programs.

About the Opportunity

OCIL's Innovation Hub supports projects that strengthen Indigenous languages through innovation, partnerships, and community-driven solutions.
The Review Committee plays a critical role by:

- Assessing funding applications against established criteria
- Providing independent recommendations to inform funding decisions
- Identifying strengths, risks, and opportunities within proposals
- Supporting a fair, consistent, and transparent evaluation process

Committee members contribute to ensuring that funded projects align with OCIL's mandate and priorities.

Who Should Apply

We are seeking individuals with knowledge and experience in areas such as:

- Indigenous language revitalization, preservation, and promotion
- Innovation, technology, and program development
- Evaluation, funding, or grant review processes
- Community leadership and stakeholder engagement
- Indigenous governance or rights-holder perspectives

Candidates may include:

- Indigenous language experts and knowledge keepers
- Researchers, educators, and practitioners
- Innovation and technology specialists
- Community leaders, Elders, and youth representatives

Commitment to Indigenous Representation

OCIL is committed to ensuring the Committee reflects the diversity of First Nations, Inuit, and Métis Peoples.

The Committee will include:

- Three Indigenous members, including at minimum:
    - One First Nations member
    - One Inuk member
    - One Métis member

We also strongly encourage applications from individuals representing:

- Different geographic regions (local, regional, national)
- Diverse identities and lived experiences (e.g., 2SLGBTQQIA+, persons with disabilities, youth, Elders)
- A range of Indigenous languages, including sign languages

Roles and Responsibilities

Committee members will:

- Review assigned funding applications in advance
- Assess proposals based on criteria such as innovation, feasibility, and impact
- Participate in discussions and provide constructive input
- Contribute to consensus-based recommendations
- Provide independent advice to support evidence-based decisions

Members may also:

- Offer strategic insights to strengthen approved projects
- Promote awareness of OCIL-funded initiatives within their networks

Support and Reporting

The Committee will be supported by the Commission's Innovation Hub Manager and team, who will coordinate committee activities, provide administrative support, and ensure access to relevant materials and guidance.

Time Commitment

- Participation in periodic virtual meetings (e.g., bi-monthly or quarterly)
- Advance preparation and review of application materials
- Active engagement during committee discussions

Materials will be shared in advance to support informed review.

Term of Appointment

- Membership includes a two-year term commitment, which may be renewed one time for a total of two terms per person.
- Appointments may be renewed or ended with written notice in accordance with OCIL practices.

Expectations of Members

Members are expected to:

- Act in the best interest of OCIL and its mandate
- Maintain confidentiality of all application materials and deliberations
- Declare and manage any conflicts of interest
- Provide objective, fair, and respectful assessments

Selection Process

All applications will be reviewed based on:

- Demonstrated expertise and experience
- Alignment with Committee needs and priorities
- Contribution to diversity and representation

Selected candidates may be contacted for further discussion.

How to Apply

Interested individuals are invited to submit:

- A one- to two-page letter of interest that includes description of relevant expertise and experience.
- A résumé or biographical summary

Submit your applications to Innovation@ocil-ila.ca with a subject line *"Review Committee Application".* Positions are open until filled.

Contact

For questions or additional information, contact Innovation at Innovation@ocil-ila.ca with a subject line *"Review Committee Inquiry"*

OCIL acknowledges the importance of Indigenous knowledge systems and community leadership in guiding language revitalization efforts. We thank all applicants for their interest in contributing to this important work.