Nishnawbe-Aski Legal Services Corporation

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February 9, 2023

Private & Confidential

Dear Sophia:

We are very pleased to offer you a temporary salary increase of **$18,000**. Your new annual salary will be **$68,000.** This temporary increase will be effective February 20, 2023, and is based on approved funding for the Community Justice Navigator position. This above increase will be scheduled for review on June 30, 2023

This temporary increase is based on you performing the additional duties of the **Community Justice Navigator** and will remain in effect as long as you perform the additional duties outlined in the attached job description. Should you stop performing these duties, your annual salary will be decreased by the **$18,000** effective the date the duties stop.

Sophia, we look forward to working with you and to your future successes performing the additional duties of the Community Justice Navigator.

Sincerely,

Colette Shwetz
HR Manager

Nishnawbe-Aski Legal Services Corporation
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Cc: Finance Department