Nishnawbe-Aski Legal Services
Corporation

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April 24, 2023

Alana Odawa,
C/o Nishnawbe-Aski Legal Services Corp.
Thunder Bay, ON
P7E 2R6

CONFIDENTIAL

Mailing Address:

1805 Arthur St. East
Unit 100
Thunder Bay, ON
P7E 2R6

Tel: (807) 622-1413
Fax: (807) 622-3024

Email: info@nanlegal.on.ca

Website:
Http://www.nanlegal.on.ca

Head Office:

138B Fort William Rd, Fort William First Nation, ON P7J 1K7

Dear Alana Odawa,

This letter is to notify you that your annual salary has been increased from $57,500 to **$67,180,** effective March 26, 2023.

All salary adjustments are based on the outcome of a compensation study conducted by Equity and More at the request of the NALSC Board of Directors and Legal Aid Ontario. This study was done using pay equity tools and methodology to ensure that positions throughout the organization were compared to each other without regard for the source of funding-- each position was rated based on different factors such as complexity, physical aspects, responsibility, and working conditions and was placed in a pay band with a salary range. Each employee moves through the range based on years of service per position – starting at **0** and reaching the top of the band after 5 yrs. of service in that role.

Your position "**RJ - DV/SA Coordinator**" has been placed in Pay Band **(G)** and your Grid Position is **(3)** based on your years of service.

In addition, to ensure general fairness in wages across the organization, the NALSC Board of Directors approved a lump sum pay increase for eligible staff whose 22/23 compensation fell below the new Pay Bands. If you did not receive a retroactive pay or a salary increase, it means that your position is already at or above the Pay Band established for your position. As explained at the last All Staff meeting, not all salaries would be increased.

More work will continue to implement the new Pay Band system which may include job description and performance reviews. Your patience is very much appreciated while we work to ensure that NALSC remains a great place to work with competitive salary and benefit packages for our employees. As this work continues, updates will be provided at All Staff meetings.

Sincerely,

Colette Shwetz
Human Resources Manager

Cc: Finance Department