# Nishnawbe-Aski Legal Services Corporation

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June 17, 2019

Ms. Colette Shwetz 12 First Street Nipigon, Ontario POT 2JO

**Dear Colette:** 

Re: Appointment as Interim Executive Director

On behalf of Nishnawbe-Aski Legal Services Corporation ("NALSC"), I am pleased to offer you an appointment to the position of Interim Executive Director. This position will be for a temporary duration, ending once recruitment has been completed to fill the role of Executive Director on a permanent basis, or otherwise at NALSC's discretion. Please note that you will return to your previous position as Manager of Human Resources after the term of this appointment.

Should you accept this role, your rate of pay will be adjusted on the following basis for the duration of your time in the position:

Your hourly rate of pay will increase from \$32.97 to \$63.49 which translates into a temporary salary increase from \$60,000 to \$83,000

All other terms and conditions of your employment will remain the same. Should you accept this offer, please confirm by signing the attached Confirmation of Temporary Appointment (the "Confirmation") and returning the countersigned copy to me. Please retain the second copy of the Confirmation for your records. When countersigned by you, the Confirmation shall constitute a binding agreement between you and NALSC.

Colette, congratulations on earning this position. We look forward to working with you during this period of transition.

Yours touly.

Jim Beardy

Chair, Board of Directors

#### Mailing Address:

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### CONFIRMATION OF TEMPORARY APPOINTMENT

#### **BETWEEN:**

## NISHNAWBE-ASKI LEGAL SERVICES CORPORATION hereinafter called "NALSC"

- and -

#### **Colette Shwetz**

I hereby accept the position of Interim Executive Director on the terms and conditions outlined in the attached letter dated June 17, 2019.

I acknowledge that I have had ample opportunity to obtain independent legal advice in connection with the negotiation and ultimate execution of this agreement. If I did not obtain independent legal advice, it is because I understood this agreement, and did not feel that I needed legal advice. I am executing this agreement freely, voluntarily and without duress.

I understand that I will return to my previous position as Manager of Human Resources when a new Executive Director is appointed.

I hereby acknowledge receipt of a copy of this agreement duly signed by NALSC.

**Employee Signature** 

Jim Beardy, Board Chair

Date