



## ATLANTIC POLICY CONGRESS OF FIRST NATIONS CHIEFS SECRETARIAT

### **APC JOB OPPORTUNITY SUMMER STUDENT POSITION – FISHERIES ANALYST 16-Week Employment Opportunity**

#### **Description:**

Atlantic Policy Congress of First Nations Chiefs Secretariat (APC) is seeking to hire a Fisheries Technician to support APC's Fisheries and Integrated Resources Department. The position will work out of the APC Head Office Complex located at 153 Willowdale Drive, Dartmouth, NS.

The position will encompass a wide range of areas including: analysis of science assessments regarding fisheries, fish habitat and fisheries ecological support systems from various sources including First Nations, Federal, Provincial, academic, industry and non-government organizations.

#### **Who can apply?**

The successful candidate for the position must be of Aboriginal ancestry, and currently enrolled in college or university.

#### **Position Requirements**

Must be between 15 and 30 years of age (inclusive) at the start of employment, a Canadian Citizen, permanent resident, or person on who refugee protection has conferred under the Immigration and Refugee Protection Act\*; and, is legally entitled to work according to the relevant provincial/territorial legislation and regulations.

\*International students are not eligible. Recent immigrants are eligible if they are Canadian Citizens or permanent residents.

#### **Abilities & Skills:**

- The candidate must have a demonstrated ability to work independently as well as part of a team.
- Highly organized and able to work with minimal supervision
- Should demonstrate excellent verbal and written communication skills
- Must possess excellent interpersonal skills;
- Possess the ability to network, build effective relationships, communicate appropriately and represent the APC at meetings and other gatherings;

- Should have knowledge of Mi'kmaq and Maliseet communities, organizations, culture and traditions

### **Essential Functions and Duties:**

- Support the Fisheries and Integrated Resources Department on fisheries, fish habitat and fisheries ecology;
- Participate on matters affecting governance, management, scientific assessment on matters affecting the health and sustainability of the Atlantic/ Gaspé fisheries, aquaculture, and fisheries support systems, as necessary;
- Participation in APC meetings and working groups, as necessary;
- Assist in the development of communication materials for the Fisheries and Integrated Resources Department, when necessary;
- Ensure all documents produced have correct content, context, accuracy, consistency and the use of proper spelling, grammar and punctuation;
- Maintains good rapport within the organization, First Nations communities and the general public by being courteous, cooperative and conscientious; and
- All other office administrative duties required.

If you are qualified and want to become part of the APC team, please email, your cover letter, resume and three (3) professional references (in Word or PDF format) in confidence by 4:00 p.m. Atlantic Standard Time, **June 25, 2021**. Please include Competition # **2021-05-06-3** in the subject line of your email and cover letter.

Email: [hr@apcfn.ca](mailto:hr@apcfn.ca)

**No applications accepted beyond the closing deadline.** If all qualifications are equal, preference will be given to persons of Aboriginal ancestry. While we appreciate the interest of all applicants, only those applicants selected for an interview will be contacted. **No phone calls please.**