

EMPLOYMENT OPPORTUNITY



The Confederacy of Mainland Mi'kmaq Department Community Services & Infrastructure

Community Planner

About CMM

The Confederacy of Mainland Mi'kmaq (The CMM) is a Tribal Council representing eight Mi'kmaq communities of mainland Nova Scotia. Our mission is to proactively promote and assist Mi'kmaq communities' initiatives towards self-determination and enhancement of community. The CMM is located in the Millbrook Mi'kmaq Community in Nova Scotia and has over 100 Employees. The CMM's Department of Community Services & Infrastructure is currently looking for an energetic, mature, and independent candidate to fill the role of **Community Planner**.

Position Overview:

Under the direction of the Senior Director of Community Services and Infrastructure, and reporting to the Community Infrastructure Program Manager, the Community Planner is responsible for developing, monitoring, and updating a multi-year strategic plan for the Technical Services Unit of the Directorate. The position will also create and implement a community-based comprehensive community planning initiative to support member First Nation communities.

Responsibilities:

- Work with the Manager to develop a multi-year strategic plan to support the services created and delivered by the Unit.
- Develop and deliver a comprehensive community planning advisory service to member communities.
- Other related duties to improve and support community planning for First Nations – advocacy, participation and representation in various venues, networking, etc.
- Continually seek education and training to remain culturally responsible and sensitive to needs of client(s).

Position Requirements:

- Post-secondary degree or diploma in Community Planning or related field.
- Experience in strategic planning and project development/implementation /management.
- Ability to develop policies, plans and bylaws as needed.
- Ability to anticipate change in order to help communities meet challenges such as social, physical, and environmental impacts of population growth.
- Excellent communication and presentation skills, both written and spoken.
- Proficiency in MS Office (Word, Excel, PowerPoint, etc.) and Arc GIS and other mapping/analysis programs.
- Ability to generate graphics, diagrams, maps, and other renderings.
- Strong work ethic and ability to work in an environment requiring discretion and confidentiality.
- High values in teamwork, client service and professionalism
- Ability to work unsupervised with a high level of productivity with the ability to seek and take direction.
- Ability to think analytically and critically while problem solving to identify specific needs and potential solutions.
- Ability to work independently and in a team environment.
- Successfully completed Criminal record check
- Valid driver's license and reliable transportation with ability to travel within Nova Scotia as required.
- Ability to work outside of normal working hours due to the requirements of the member communities and clients.
- Experience working in or with First Nation communities with a knowledge of First Nations culture, history, and current affairs is an asset.
- Fluency in Mi'kmaq language (spoken and written) an asset.

Salary/Employment Term:

Anticipated Salary: \$55,000 per year. This is a one (1) year contract position with the opportunity for renewal and subject to the policies and practise of the CMM. The CMM offers a substantial benefits package to all employees.

Application Deadline: August 4th, 2021 by Noon

Submit Cover Letter AND Resume to:

Human Resources
c/o The Confederacy of Mainland Mi'kmaq
PO Box 1590, Truro, Nova Scotia B2N 5V3
Email: HR@cmms.com

*We are an equal opportunity employer; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. **Only those applicants who provide up-to-date CV along with Cover Letter and qualify for interview will be contacted** The successful candidate may be required to submit a current criminal record check. Non-Canadian applicants must be able to provide proof of current entitlement or eligibility to work in Canada.*