

EMPLOYMENT OPPORTUNITY



The Confederacy of Mainland Mi'kmaq Department of Environment & Natural Resources Species at Risk Projects Coordinator

About The CMM

of Mainland Mi'kmaq (The CMM) is a Tribal Council representing the eight Mi'kmaq communities of mainland Nova Scotia. Our mission is to proactively promote and assist The Confederacy Mi'kmaq communities' initiatives towards self-determination and enhancement of community. The CMM's Department of Environment & Natural Resources (DENR) is currently looking for a motivated and knowledgeable candidate to fill the role of **Species at Risk Project Coordinator**.

Position Overview

Under the Director of Environment and Natural Resources (DENR) and the DENR Forestry Manager, the Species at Risk Projects Coordinator is responsible to coordinate all species at risk (SAR) related projects and files for DENR. The SAR Projects Coordinator will work closely with the Forestry Manager to implement current SAR projects related to Black Ash recovery activities, inventory work and assist with consultation files on SAR when necessary. The coordinator will also assist in providing SAR related training to assist in building SAR inventory and monitoring capacity within CMM's member communities.

Overview of Responsibilities:

- The coordination and execution of SAR projects and files, including creating an annual workplan of project activities, a budget spreadsheet to track expenditures, documenting research activities and maintaining a database of all data collected.
- Assisting with building capacity with member communities to assist and lead SAR inventory work in and around community lands
- Developing SAR inventory plans for each mainland community and be an integral lead in the execution of activities.
- Liaising with and developing working relationships with researchers and educators in the areas of SAR recovery work.
- Developing SAR project ideas and proposals and submitting for managements' review.
- Identifying and acquiring professional training monies and participate in the recruitment of community members into the field of SAR research and recovery.
- Initiating research activities and studies in collaboration with First Nations, Federal and Provincial Government agencies, academia, and the private sector.
- Providing technical advice and assistance on SAR files and agreements as requested.
- Attend various Provincial SAR Recovery Team meetings and symposiums when required.
- Participate on Committees and on Boards as requested.
- Assist the DENR Forestry Manager with supervising DENR Summer Students.
- Conducting literature reviews, surveys, and other research as required.
- Organizing research, reference materials, and other related materials.

- Assisting the DENR Communications Officer with content articles and communication material as required.
- Complete inventories, cruises, and technical aspects required for the development of managing for SAR on the MFI properties, community lands, crown land and private land.

Position Requirements:

- Understanding of issues related to the gathering and sharing of Traditional Knowledge as well as understanding of the Indian Act and Mi'kmaq aboriginal and treaty rights.
- Knowledge of natural resources and environmental issues and management in Mi'kmaq communities.
- Ability to work effectively with other departments, levels of government, industry, and the public.
- Excellent communication skills, both written and spoken.
- Strong work ethic and ability to work in an environment requiring discretion and confidentiality
- Proficiency in MS Office (Word, Excel, PowerPoint and Outlook etc.).
- Ability to apply creativity and innovative thinking to community focused solutions.
- Adaptability, flexibility, and ability to manage multiple priorities.
- Ability to work independently and in a team environment.
- Have a valid driver's license and reliable transportation, as travel within Nova Scotia will be required.
- Willing and able to work in all weather conditions.
- Experience working in or with First Nation communities is an asset
- Fluent Mi'kmaw speaker and writer is an asset

Why work with us?

The Confederacy of Mainland Mi'kmaq (The CMM) is well known throughout Canada as a professional organization that is committed to providing a pleasant and healthy working environment for all its employees. As an organization, we understand that a great work/life balance is essential to success. As a full-time employee you can expect:

- An atmosphere that is both professional and family oriented.
- Enrollment in the organization's benefits packages on your first day of employment with no waiting period, which includes Health & Dental, and Employee & Family Assistance Program (EFAP).
- Generous amounts of paid time off (Paid Statutory Holidays plus St. Anne's Day and Aboriginal Day, Summer Shutdown (2 weeks), Christmas Shutdown (roughly 2 weeks), plus 1 week of discretionary vacation time (up to 2 weeks with 10 years of service).
- Social Committee, Staff Days, Staff Knowledge Days, etc.

If you would like to join The CMM Family, please see below on how to apply for this position.

Salary/Employment Term:

Salary Range: \$50,000 - \$65,000 per year. This is a Permanent Position (pending successful one-year probationary contract).

Application Deadline: Open Until Filled

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@cmmns.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 an up-to-date CV along with a cover letter and qualify for an interview will be contacted.** The successful candidate may be required to submit a current criminal record check. **Applicants MUST provide proof of Canadian Citizenship or Permanent Residency.***