

# EMPLOYMENT OPPORTUNITY



## The Confederacy of Mainland Mi'kmaq

### Department of Aquatic Resources & Fisheries Management

### Climate Change Adaptation Coordinator

#### About The CMM

The Confederacy 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 Mi'kmaq communities' initiatives towards self-determination and enhancement of community. The CMM's Department of Aquatic Resources & Fisheries Management (DARFM) is currently looking for a motivated and knowledgeable candidate to fill the role of **Climate Change Adaptation Coordinator**.

#### Position Overview

Reporting to the Director of the Department of Aquatic Resources & Fisheries Management you as the **Climate Change Adaptation Coordinator** will be responsible for coordinating the implementation of Nova Scotia's water sector's 2023 Climate Change Adaptation Strategy and enhancing their readiness for climate change. This position is based out of the CMM's office in Millbrook, NS where you will work under the guidance of the Program Manager in the Department of Aquatic Resources & Fisheries Management. You will also work with and be supported by adaptation specialists at the Nova Scotia Department of Environment and Climate Change (ECC), who will be supporting the implementation of this and other sector strategies across Nova Scotia.

You will play an important role in multiple teams including being a staff member at the Confederacy of Mainland Mi'kmaq as the lead of the water sector strategy implementation teams and as a member of the multi-sectoral and multi-departmental community of practitioners working to prepare organizations for climate change. As such, you will spend a lot of time working with people across a range of organizations and play an important role in a broader climate change adaptation community of practice. While you will have a structured process and tools to draw from, you will be required to customize the process and materials to suit the needs and context of the water sector.

#### Overview of Responsibilities:

- Responsible for the coordination and successful completion of water sectors 2023 Climate Change Adaptation Strategy and develop workplans for strategy implementation
- Leading and supporting the water sector implementation teams through workplan development, approval, and execution
- Ensure project stays on track to meet timeline and deliverables, and monitor and report progress
- Track project budgets, draft progress reports, maintain work and safety protocols
- Seeking new funding opportunities to assist with strategy implementation

- Design and facilitate interactive and engaging workshops/meetings to organizations involved and other sector stakeholders
- Actively engaging and listening to the needs of partners while building and maintaining strong sustainable multi-stakeholder teams

**Position Requirements:**

The following requirements are desired:

- Bachelor's degree in a relevant field to the water sector (e.g., environmental policy, or others)
- 5 years of related work experience or an equivalent combination of training and experience
- Demonstrate knowledge of climate adaptation
- Experience working in or with First Nation communities
- Experience in designing and facilitating interactive and engaging meetings and workshops, project coordination and management, budgeting/finances and report writing
- Able to maintain a high level of productivity with the ability to seek and take direction
- Proficiency in MS Office (Word, Excel, PowerPoint, etc.)
- Have a valid driver's license and reliable transportation
- Excellent written and verbal communication skills
- Able to manage competing perspectives to help forge strong relationships of trust and collaboration between partners and communities

**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 - \$60,000) per year. This is a Two-year Term 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](mailto: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.***