

EMPLOYMENT OPPORTUNITY



The Confederacy of Mainland Mi'kmaq

Department of Aquatic Resources and Fisheries Management

Community Liaison

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 and Fisheries Management (DARFM) is currently looking for a motivated and knowledgeable candidate to fill the role of **Community Liaison**.

Position Overview

Reporting to the Department's Program Manager, the IHPP Community Liaison will assist with the preparation, coordination and execution of 8 in-community workshops and the development of an ESA Advisory Group; assist in the development of a two-eyed seeing approach to a plant inventory plan; develop and maintain working relationships with community members, project team, IHPP working group; and assess the training requirements for community members to participate in the department's environmental monitoring and restoration projects.

Overview of Responsibilities:

- Assist with project outreach/engagement activities and their execution.
- Liaise with and develop working relationships with community members, project team, IHPP working group, project partners, external technologists and researchers, as needed.
- Assist with reports to funders and project updates to IHPP working group, department managers and other stakeholders.
- Assist in coordinating community support for various field programs, including environmental monitoring and restoration projects, and assess the training requirements for community members to participate.
- Assisting in meetings and collaborations with existing partnerships.
- Help breakdown IHPP projects deliverables into doable tasks and estimate completion duration.
- Promote scientific capacity within Mi'kmaw First Nations Communities.
- Organize research, reference materials, and other related materials in an easily assessable manner.
- Develop creative and effective ways to present technical skills and project activities to community members, leadership, colleagues and project partners.
- Attend periodic meetings with MCG advisory committee members and relevant parties.
- Review current education and training opportunities to support technical skill development in community members involved in projects and environmental monitoring programs.

Position Requirements:

- Education in a relevant field including administration, project management, or natural sciences
- Two years of relevant working experience in a related field
- Experience working in or with First Nation communities
- Experience working independently with limited supervision
- Experience working in a fast-paced environment
- Knowledge of fish and fish habitat protection related issues and/or policies.
- Knowledge of First Nations culture, history and current affairs
- Good understanding of the Indian Act and Mi'kmaq aboriginal and treaty rights
- Demonstrated ability to work effectively with other departments, on multi-discipline teams, or independently, and meet deadlines
- Excellent communication and presentation skills, written and spoken
- Strong work ethic and ability to work in an environment requiring discretion and confidentiality
- Proficiency in MS Office (Word, Excel, PowerPoint, etc.)
- Travel within Nova Scotia will be required
- Have a successfully completed Criminal record check
- Fluent Mi'kmaw speaker and writer is an asset
- Have a valid driver's license and reliable transportation
- If all qualifications are equal, preference will be given to persons of Aboriginal ancestry

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: \$40,000.00 per year. This is a six-month contract position.

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.***