



445 Hayimiisaxaa Way, Hartley Bay, BC V0V 1A0
Phone: 250-841-2500 / 841-2525 Fax: 855-259-7085

Job Posting

REGULATORY ENGAGEMENT COORDINATOR

1 YEAR TERM POSITION – FULL TIME

Gitga'at Oceans and Lands Department (GOLD) in Hartley Bay has an immediate opportunity for a Regulatory Engagement Coordinator.

Position Summary:

Reporting to the GOLD Director, the successful candidate will oversee the process of receiving, reviewing and responding to development applications in Gitga'at's Territory ensuring that crown regulatory processes incorporate full consideration of Gitga'at values, interests and decision-making .

Duties:

- Receive, track, manage, assess and respond to project applications from provincial and federal authorities, according to agreed upon regulations, policies, and timelines;
- Coordinate the various stages of Gitga'at's decision-making on various proposals;
- Ensure Gitga'at has the required information to make informed decision;
- Represent Gitga'at interests throughout provincial and federal regulatory review processes. Duties may include reviewing project applications for technical and scientific rigor, participating in working group meetings, conducting field visits, and interacting with the project proponents and regulators;
- Exhibit tact and professionalism during meetings and understand limits of the commitments and agreements you can make on Gitga'at's behalf;
- Coordinate involvement in the project review process of Gitga'at's strategic and technical teams to ensure:
 - Gitga'at's strategic interests are incorporated into our engagement in review processes;
 - Gitga'at's expert technical advice, analyses, reports and other products are incorporated into decision-making processes.
- Support efforts to develop and manage contracts of external experts and to ensure their products are timely and relevant;
- Liaise and maintain relationships with project proponents and regulators operating in Gitga'at territory to ensure Gitga'at interests are considered throughout all projects;
- Support work to develop Environmental Assessment capacity agreements;
- Manage, track spending, and report on Regulatory Engagement Capacity Agreements;
- Ensure Gitga'at Senior Staff, leadership and general community are kept updated on the progress of various review processes through:
 - Presentations to leadership and the community;
 - Producing monthly briefing notes, newsletters and other short reports;
 - Regular meetings with the Gitga'at Strategic Team.
- Other duties as directed by the GOLD Director.

Knowledge, Skills and Abilities:

- Degree or diploma in resource management, environmental science, First Nations studies or related field.
- We will consider strong candidates with a minimum of three year's experience in resource management, and equivalent knowledge and capabilities in lieu of formal education certification.
- Experience conducting high-level reviews of scientific studies, including commenting on study design and results related to biological, physical, cultural, and/or socio-economic findings;
- Knowledge of Gitga'at and/or Tsimshian culture and practices, and a demonstrated ability to work successfully with First Nation communities;



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- Ability to work individually with little supervision and as part of a diverse team to successfully achieve strategic goals;
- Ability to communicate orally and in writing with government, industry, and First Nation community members;
- Strong organization skills and ability to manage multiple tasks and tight timelines;
- Proficient use of various office-based software including MS Office Suite.

Relationships:

- Works with Leadership, Council, senior management, community members, and outside resources and consultants.

Working Conditions:

- May be required to travel throughout Province (Hartley Bay, Prince Rupert, Terrace, Kitimat, Vancouver, Victoria) for meetings;
- May be required to work odd or long hours at a time to complete special requests or projects;
- Work will be undertaken from Hartley Bay when it is most effective for delivering on the main responsibilities.

Please apply by submitting a cover letter and resume in Word or PDF, with “Regulatory Engagement Coordinator” in the subject line to e-mail: jobs@gitgaat.ca

This Posting open until filled.

Applicants of Gitga'at and/or Aboriginal ancestry are encouraged to apply. Pursuant to section 41 of the BC Human Rights Code, preference may be given to applicants of Aboriginal Ancestry.

We would like to thank all applicants for their submission, only short-listed applicants will be contacted.

The Gitga'at First Nation is in Hartley Bay, BC, a 4-hour ferry ride from the City of Prince Rupert. The successful applicant will be required to work in Hartley Bay on an as needed basis. Accommodation in Hartley Bay will be provided. The position may require occasional overnight travel. Compensation will commensurate with qualifications and experience.