



JOB POSTING

DEPARTMENT: Natural Resource
SUPERVISOR: Natural Resources Manager
POSITION/TITLE: Tmicw Coordinator
TERM: Full-time (35 hours/week)

Simpcw First Nation (Simpcw) is a progressive organization with their main office located in Chu Chua near Barriere, BC and less than one-hour drive from Kamloops, BC. Simpcw offers competitive remuneration packages to their full-time employees and has a friendly, positive work environment with great career advancement opportunities.

The Natural Resource Department is responsible for the overall health, conservation, protection and management of Simpcwúlecw. This includes protecting Simpcw's rights, title and interests while providing the basis for a competitive resource industry with high cultural heritage, environmental standards and sustainability for Simpcw.

Nature & Scope of Work:

The incumbent works independently but takes direction from and reports directly to the Natural Resource Manager, with regards to the tasks and activities that are required to maintain the responsibilities of the position. This position is responsible for the effective and efficient management of all interests in land owned (Indian Reserve Certificate of Possessions and Fee Simple), acquiring or resided upon by Simpcwemc. Coordination of community engagement for land use and territorial planning, land code processes and processing day to day land transactions, including maintaining the GIS database and troubleshooting data issues. Must balance environmental and cultural heritage values while recognizing the need for maximizing the economic benefits for certain areas identified and accepted for development. Assists with the implementation of systems and/or processes to ensure department productivity as it pertains to this position. Responsible for the administrative operations of the land office, including management and leadership of staff, development and implementation of annual budgets and work plans, and regular maintenance of office systems (Indian Lands Registry, ArcGIS, CKK, map library, wills and estates) and processes.

Qualifications:

- Business Degree or Professional Lands Management Certification and/or 5 years of progressive management experience with at least 3 years' experience in Indigenous organizations.
- Proven work experience as a GIS technician; including understanding of Integrated GPS and GIS principals.
- Considerable knowledge of government policy and natural resource disciplines, activities, legislation, laws and acts.
- Strong knowledge, experience and appreciation of Secwepemc and Simpcw culture, values, history and protocols.
- Valid Class 4 or 5 BC Driver's License and a clean driver's abstract.
- Name-based or Certified Criminal Record Check with vulnerable sector check.

Knowledge and abilities:

- Comprehension of Indigenous Title and Rights, cultural heritage, knowledge of Simpcw history and cultural awareness.
- Develop strategies consistent with Simpcw Council's and NRD's direction and assist with the implementation of the strategies created.
- Assist with negotiation strategies and plans, with legal and technical assistance from the NRD.
- Experience and ability building and maintaining cooperative and productive relationships and effectively liaising with internal and external stakeholders.
- Excellent interpersonal and communication skills, demonstrated through the ability to facilitate, network, lead, research, negotiate, analyze and resolve issues.
- Finalize framework for Social Economic Monitoring Programs for major projects.
- Experience and ability to prepare and draft a variety of documents including: briefing notes and recommendations to Chief and Council, policy or guidelines, ministerial correspondence, reports, and presentation materials.
- Demonstrated ability to coordinate and manage concurrent activities, keeping staff and colleagues informed.
- Ability to maintain an active participation in and protection of the Simpcwúlecw.
- Expertise in establishing project priorities and ability to meet deadlines.
- Self-motivated and strong ability to take initiative.
- Must have ability to work in a team setting, cooperation, problem solving, and judgement skills.

Hours of Work: Normal day shift – 7 hours; Monday to Friday. In office and ability to work from home.

Deadline for Applications: April 20, 2022.

Job Commences: As soon as possible.

Please submit a cover letter and resume that demonstrates your qualifications and experience for the position via email to:

Simpcw First Nation
c/o Lynn Guitard, Operations & Safety Coordinator
PO Box 220 Barriere, BC V0E 1E0
Email: safety.officer@simpcw.com

This posting may remain open until the position is filled. Only those selected for an interview will be contacted. Preference will be given to persons of Simpcw or Aboriginal ancestry as per Section 16(1) of the *Canadian Human Rights Act*. Appointment to this position will require a formal criminal record check, the details of which may preclude an offer of employment being finalized.