



Snuneymuxw

First Nation

www.snuneymuxw.ca

JOB POSTING

Environmental Assessment Coordinator

Salary range \$30.00 - \$36.50 hourly commensurate with experience

(Full-Time, Permanent)

JOB OVERVIEW

Under the current direction of the Chief Operations Officer; the Environmental Assessment Coordinator is responsible for leading environmental assessments in Snuneymuxw Territory and Marine areas with particular attention to cumulative effects, support resource management and collaborate with the Snuneymuxw negotiations team.

JOB RESPONSIBILITIES

As the Environmental Assessment Coordinator, you will be responsible for the following duties:

- Support the implementation of the Snuneymuxw Treaty of 1854
- Lead and manage Snuneymuxw environmental assessments relating to proposed projects in Snuneymuxw territory or marine areas, including screening, scoping, impact assessment and mitigation, report drafting, review and licensing, monitoring and other related activities
- Oversee and track environmental assessments conducted by the B.C. Environmental Assessment Office and/or the Impact Assessment Agency of Canada and provide Snuneymuxw comments, response, mitigations and/or accommodations
- Lead engagement with statutory, regulatory, municipal or other similar authorizations with respect to environmental assessments
- Collaborate with the Snuneymuxw Lands Director on the implementation of the Snuneymuxw Referral Management Policy, and with the Snuneymuxw negotiations team to administer strategic priorities and outcomes relating to environmental assessments
- Review and analyze environmental studies, reports and assessments and prepare issues, findings and recommendations
- Provide management support to the Snuneymuxw Marine department, including but not limited to, marine operations and management, community food fish, field monitoring, reporting and testing, and strategic initiatives



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- Provide management support to the Snuneymuxw natural resource operations, including but not limited to, forestry, fisheries, wildlife, air, water, minerals and others including traditional natural resources
- Lead administrative support for the Snuneymuxw negotiations team relating cumulative effects assessment and activities
- Gather and manage complex data to complete analysis and develop briefings to decision makers,
- Lead the facilitation, coordination and engagement on environmental assessment projects and activities, including correspondence with a wide variety of stakeholders
- Monitor and ensures compliance related activities associated with monitoring and management plans, including environmental terms and conditions pursuant to agreements, permits, leases and otherwise
- Follow applicable legislation, departmental policies, and operational guidelines; manages activities within Core Treaty Territory.
- Develop and maintain budgets, reporting and funding, and actively seek funding to support current and /or expanding operations
- Other tasks and duties as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Strong organizational skills with proven ability to effectively prioritize workflow.
- Excellent verbal and written communication skills.
- Skills user in various software applications such as MS Office applications and any other work-related software.
- Ability to exercise good judgement, show initiative, and be proactive.
- High standards of ethics and confidentiality to handle sensitive information.
- Strong interpersonal skills and ability to handle conflict in a professional manager.
- Considerable knowledge of resource management principles, practices, techniques, and methods.
- Considerable knowledge of policies, bylaws and legislation related to resource management.
- Knowledge and experience in facilitating public meetings and workshops.
- Ability to delegate work to clerical and technical staff and to perform all duties with minimal supervision.
- Demonstrated ability to monitor budgets.
- Ability to manage and direct the work of contractors and consultants.
- Knowledge of Snuneymuxw teachings and knowledge systems.
- A commitment to on-going professional development and continuous learning.

MINIMUM TRAINING AND EXPERIENCE REQUIRED

- A Bachelor's degree in a natural resource management-related field (e.g. forestry, geography, or natural resource management) and two or more years' related experience or an equivalent combination of education/training plus two or more years' related experience working in a natural resource management-related field.



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- Registered, or immediately eligible for registration within 6 months of employment, as a fully licensed professional with the British Columbia professional association as required by the specialty area [i.e. Association of Forest Professionals, Institute of Agrologists, Association of Professional Engineers and Geoscientists of the Province of British Columbia] or similar membership body (i.e. BCAFN) is preferable.
- Minimum of 12 months of experience managing or coordinating projects and project teams.
- Experience managing relationships with stakeholders and leading consultation sessions, including around contentious issues and conflict situations.
- Experience applying project management methodology and principles to projects, with project management certification or accreditation an asset.

Willingness Statements:

- You are required to provide proof of your certificates and professional designations.
- You may be required to work additional hours, including evenings.
- You will be subject to satisfactory reference check and provide and maintain a satisfactory criminal record check.
- You must adhere to the Snuneymuxw First Nation's policies and procedures

Please submit your current resume and cover letter to:

HR@snuneymuxw.ca

Application Deadline: January 6, 2025 @ 4:00 PM PT



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Snuneymuxw Standards

Our values will guide us towards becoming a stronger, more effective organization with a positive and mutually beneficial work environment for everyone.

Achievement

Deliver what matters
Ensure clarity of direction and unity of purpose
Inspire excellence and strive for outstanding results

Collaboration

Work together to build successful teams and partnerships
Be open, inclusive and share knowledge
See, provide, and act on feedback

Community Commitment

Know our community and put them first
Listen to and understand community needs
Be responsive, close the loop and deliver on promises

Integrity

Own your actions, successes, and mistakes
Act with transparency, honesty, and respect
Do what you say you will do

Innovation

Look for ways to improve and create positive change
Think broadly and take a wider viewpoint
Be responsive to new ideas and opportunities