



**Ulkatcho First Nations Natural Resources Department (NRD)
Natural Resources Director (NRd)
Job Profile**

POSITION	Natural Resources Director (NRd)
Supervisor: Working Hours: Hours per Week: Rate of Pay: Overtime:	Operations Manager 8:30am – 4:30 pm Monday to Thursday 30 Hours Dependent upon qualifications As required and approved in advance
REQUIREMENTS	
First Nations Experience: Minimum Education: Computer Knowledge: Drivers License: Vehicle:	Required minimum of 5 years working experience with aboriginal organizations, including knowledge of Aboriginal Rights and Title and Land Management. Grade 12 or Equivalent, Resource Management Degree preferred Word, Excel, PowerPoint and Google Earth Required Not Required

PREAMBLE

The Natural Resources Director (NRd) is a key management position within Ulkatcho First Nation, responsible for implementing the Ulkatcho First Nation’s Working Group strategic direction. This will be achieved by supervision of staff and contractors, tracking and reporting on the progress made, arranging meetings and other logistics.

The NRd is responsible for undertaking all work in a safe, positive, professional and timely manner in liaising with UFN’s Chief and Council, staff, Elders, community members, government agencies, other First Nations, industry, and other land users with respect to all the Natural Resources Department activities and instilling this culture with all staff under the NRd’s direction.

POSITION RESPONSIBILITIES:

The Natural Resources Director (NRd) shall be responsible for the following specific actions on behalf of the Ulkatcho First Nations (UFN):

- 1) Manage safety and promote a safe work environment for the Natural Resources Department and ensure all staff have the necessary training, safety resources and knowledge to conduct their work in a safe manner and ensure that the NRd and all staff adhere to and follow safe work policies and procedures

- 2) Direct supervisor to provide leadership and guidance to < insert Leslie’s job title> to maintain a positive image and productive and solution-oriented working relationships by the department with UFN Chief and Council, staff, Elders, and community members including youth;

- 3) Work with UFN Chief and Council, Ulkatcho Natural Resource Working Group, staff, Elders and community members including youth to ensure that UFN’s Aboriginal Rights and Title and

traditions and practices on behalf of UFN members as a collective are protected, preserved and any effects from developments and/or land-based activities are minimized or mitigated

4) Ensure that UFN Chief and Council are kept informed in a timely manner of any potential infringements of UFN members' Aboriginal Rights and Title and traditions and practices along with recommendations to address the potential infringements

5) Develop annual NRd operating, capital and project budgets in collaboration with the Ulkatcho Natural Resource Working Group for review and approval of direct supervisor and/or UFN Chief and Council

6) Work with other UFN staff in a collaborative and productive manner to further the interests of UFN and its members. The NRd will participate in the development, monitor and ensure maintenance of the Ulkatcho Comprehensive Community Plan, Ulkatcho Total Resource Plan, and all other culturally and environmental research initiatives completed within Ulkatcho Traditional Territory

7) Ensure all government land and resource referrals are responded to including but not limited to license, lease and permit applications (e.g. guide outfitters, trappers, back-country recreation, cabin and land occupancy permits, etc.), management plans (e.g. wildfire protection plans, range management plans, wildlife management plans (e.g. caribou and moose recovery initiatives), etc.), hunting and fish allocations (e.g. limited entry hunt allocation 5 year periodic reviews and fish catch allowances), highway maintenance plans and other government programs and initiatives in a timely professional manner that is within UFN and its members best interests and take action to address UFN collective members' interests in consultation with the Ulkatcho Working Group and/or Chief and Council

8) Participate in strategic planning initiatives and act as a liaison between each initiative including the UFN Community Comprehensive Plan, Emergency Response and Fire Recovery Planning and the Ulkatcho Natural Resource Working Group.

9) Secure funds to hire an expert to represent UFN's interest with the negotiation and implementation of the New Gold Environmental Assessment conditions and the SDNA Ungulate Working Group; and to coordinated the development of caribou and moose recovery initiatives through engaging in a collaborative planning process with Ulkatcho Natural Resource Working Group, Chief and Council, community, West Chilcotin Forest Products and SDNA. Specifically, the Expert will also assist UFN identify appropriate set aside areas for the Cariboo as agreed to with the environmental conditions resulting from the New Gold Blackwater Project and other conditions listed in the Environmental Assessment by both the Federal and Provincial governments.

10) Coordinate engagement of other UFN members in government initiatives such as moose, caribou, goat and fish species inventory estimates and counts including annual fish and fish net counts in a fair and transparent process.

11) The NRd will act as the point of contact for the New Gold Blackwater Project to arrange meetings with Chief and Council and to arrange meeting logistics for Economic Community Development Agreement (ECDA). The NRd will also be the point of contact for the Forest &

Range Strategic Consultation Agreement (FRSCA). The NRd will secure funds from the appropriate government agency to ensure these natural resource trust agreements are fair and in the best interest of the Ulkatcho First Nation by seeking expert opinion. All such agreements will be ratified by the Chief and Council.

12) Liaise and collaborate with Southern Dakeh Nation Alliance (SDNA) on the Lands and Resources Stewardship Forum, Carrier Chilcotin Tribal Council (CCTC) and other organizations on natural resource initiatives including but not limited to participating in the Aboriginal Fish Strategy DFO and/or the Nuxalk Nation to further UFN's members collective best interests in concert with the Chief and Council

13) Work with the Ulkatcho Natural Resource Working Group to develop a Natural resource funding strategy, to enable UFN have expert participation, for review and approval by Chief and Council. The NRd will seek funding from government, industry, non-profit (e.g. Habitat Conservation Trust Fund (HCTF) and Forest Ecosystem Society of BC (FESBC)) and other programs and initiatives to further UFN's resource management initiatives and programs to better UFN members' collective well-being including but not limited to species at risk legislation, caribou recovery initiatives, SDNA Ungulate Working Group, wildlife management improvement and habitat conservation, integrated engagement and other initiatives

14) Oversee the maintenance of an accurate and up-to-date database of information, GIS Mapping, files and records of all referrals, permit applications, programs and initiatives occurring on and affecting lands, waters and resources within UFN's TT.

15) Consult as directed with UFN Elders, general membership, families and youth for advice and wisdom in an open and/or confidential manner with respect to planned resource based activities that may have any adverse effect on the environment, lands, water, air, wildlife, culturally important and/or spiritually sensitive areas used by UFN members and incorporate this information as appropriate to further UFN members' individual and/or collective best interests with regards to planned resource based activities

16) Encourage UFN members to advise the NRM of any unauthorized, damaging or suspicious activities within UFN lands and report same to direct supervisor and/or Chief and Council with advice and recommendations on UFN and/or other actions to be taken

17) Obtain and keep current, all necessary maps, aerial photographs, charts, studies and other information in an organized filing system (GIS and on-line) relating to lands within UFN reserves and TT at the <insert Band school name>. This is a priority action/initiative for Ulkatcho First Nation.

18) Present public reports and updates to UFN members at UFN internal community meetings as scheduled by Chief and Council and/or direct supervisor,

19) Prepare, manage and report any variances and actions taken pertaining to the Natural Resources Department annual and monthly budgets that the NRd controls

20) Abide by and ensure that other staff under the NRd's direction abide by all UFN administrative policies and procedures, and

21) Assume other duties and responsibilities as identified from time to time by direct supervisor such as:

The NRd will ensure the New Gold employment and training plan is implemented in a timely and professional manner, see Appendix I for further details on the strategy. The NRd will be achieve this through:

- Direct supervision of the Employment and Training Co-ordinator
- development of funding proposals and seed funding provided by New Gold.
- will work with the Ulkatcho Natural Resource Working Group to develop a funding strategy for approval by Chief and Council annually.

This is an interim measure, once Ulkatcho hires an Economic Development Director this responsibility will be transferred to that position

Deadline: This posting will remain open until filled

To Apply:

Please send a cover letter, resume and three (3) references to the Ulkatcho First Nation Band Office by personal delivery to the Office Manager or via email to hr@ulkatcho.ca Please indicate "Natural Resources Director" in the subject line.

Applicants of Ulkatcho First Nation and/or Aboriginal ancestry are encouraged to apply.

*We thank all those who apply; however, only short-listed applicants will be contacted.