



First Nation of Na-Cho Nyäk Dun
EMPLOYMENT OPPORTUNITY

Position Title: Environmental Assessment Officer
Department: Lands and Resources
Salary Range: Starting \$29.60 per hour (Level 6)
Term: Regular Full Time (75 hrs/ bi-weekly)
Closing Date: **Tuesday, June 19th, 2018**

Job Summary:

Reporting to the Manager of Lands and Resources, the Environmental Assessment Officer is responsible for coordinating FNNND input to the environment assessment process that reflects the priorities and objectives of the FNNND Final and Self-Government Agreements and other NND laws. The officer will ensure appropriate and timely responses regarding environmental assessment on behalf of the First Nation; including YESA and Water Board applications. The Officer will act as FNNND liaison with other government regulatory bodies (YG, Canada, other FN's) in the development of joint understandings (ie MLII). The officer shall also provide complete reporting and data management with regard to NND engagement with other government regulatory processes. Other duties include working with L&R staff to ensure common understanding of land uses, permitting and appropriateness of responses and providing briefing notes, through the L&R manager, to Council regarding issues and regulatory responses requiring Council approval. Report writing, records management, and strong computer skills are required for this job.

Main Duties:

- Review, document, research and respond (if and as appropriate) to incoming projects seeking external regulatory approvals (YESA, Yukon Water Board etc.);
- Ensure that the above is properly archived in a records management system that is easily accessible to other NND users;
- Prepare briefing notes, through the Manager, to Council as required/ requested;
- Ensure timeliness of responses;
- Engage, as required, with other regulatory agencies, First Nations, industry groups regarding developing processes and procedures;
- Ensure that the guiding principles for development activity taking place on Settlement Lands and in the FNNND Traditional Territory are up to date and compliant with the current strategic direction of the First Nation; and
- Other duties as required.

Qualifications:

- Completion of minimum 2 year diploma or equivalent in Environmental Studies, Science and/ or Resource Management;
- 2-3 years experience working in a land and resources management, setting preferably in a First Nation government, or;
- An equivalent combination of education, work experience and on-job-job training may be acceptable;
- Experience in principles and practices of environmental management legislation and regulatory regime in the Yukon (Federal, Territorial and First Nation), and;
- Experience working with Federal and Territorial Departments on environmental and/or resource management matters and knowledge of environmental issues in the Yukon especially related to mining and oil and gas developments is beneficial.

Conditions of Employment:

- Valid Class 5 Driver's License/ Driver's Abstract
- Security Clearance

If the substantive position interests you through a flexible working arrangement, job share, under-fill, or professional services contractual arrangement, please respond with your expression of interest to the undersigned.

For a copy of the job description or to submit your Cover Letter and Resume please contact:

Ronalda Moses, Manager, Human Resources
First Nation of Na-Cho Nyäk Dun
Phone: (867) 996-2265 Ext. #203
Fax: (867) 996-2267
Email to: humanresources@nndfn.com