

First Nation of Na-Cho Nyak Dun (FNNND)

Position Title: Fish and Wildlife Officer
Department: Lands and Resources
Supervisor: Manager, Lands and Resources
Date: April 2016
Status: Regular Full Time
Classification: Level 6

Job Summary

Reporting to the Manager of Lands and Resources, the Fish and Wildlife Officer is responsible for the proper management and protection of fish and wildlife populations and their habitats within the Traditional Territory in partnership with YG Environment Biologists, Conservation Officers, and the Mayo District Renewable Resource Council. The successful candidate is to work closely with the Fish & Wildlife Analyst to implement fish & wildlife measures, compiling data for presentations to the community, and other tasks identified by Fish & Wildlife Analyst.

Main Duties

- Work co-operatively with other First Nation organizations and governments, user groups, community and territorial wildlife agencies, and other government representatives to formulate, evaluate, and implement sustainable fish and wildlife management programs;
- Assist staff in the following:
 - organize and coordinate necessary field programs and projects;
 - compile and draw survey areas on maps for field operations;
 - conduct aerial, ground, and water surveys to determine population size and composition;
 - design data collection forms;
 - enter data into appropriate computer formats;
 - create and modify computer files;
 - run programs for analysis and summaries;
 - produce tables, listings and graphs;
 - summarize and write reports;
 - maintain library and paper files, etc.
- Research and collect information on habitat quality and distribution;
- Monitor commercial and recreational harvest of fish and wildlife populations within the Traditional Territory and participate in conservation and resource management planning;
- Participate in preparation of specimen samples for analysis, section teeth for aging, perform necropsies on carcasses, and conduct biological sampling;
- Assist in the delivery of public information and education by preparation of pamphlets and documents, and convey information on programs and regulations through public contact;
- Assist YG conservation officers in fish and wildlife conservation;
- Assist in administer trapping and trap line management; and
- Other duties as required.

Impact / Accountability

The work of this position directly impacts the effectiveness of renewable resource management. The incumbent is fully accountable for the overall achievement of fish and wildlife management goals and plans, as directed by the Manager of Lands and Resources. Contacts of the position require ability to establish and maintain good working relationships with staff and excellent rapport with First Nation members to gain their cooperation and assistance.

Decision Making

Goals and objectives for the position are established by the Manager of Lands and Resources. The work of the position will be conducted in accordance with established scientific methodologies and established laws, policies and procedures. The position is expected to resolve a variety of fish and wildlife management issues with own area of expertise.

Key Personal Contacts and Nature of Contacts

<i>WHO</i>	<i>NATURE OF CONTACT</i>
Elders	Traditional cultural rules apply
NND Citizens	Create awareness of fish and wildlife conservation efforts
Chief and Council	May be asked to exchange information.
Executive Director	May be asked to exchange information
Manager of Lands and Resources	To receive direction from and report to
Staff	To provide information to
First Nation Organizations	Coordinate conservation efforts with
Federal, YTG, Private Business Sector and Industry	To exchange and receive information on fish and wildlife policies and practices

Positions to Supervise

None

Working Conditions

The successful candidate will often be required to work and travel in inclement weather conditions, working long hours and weekends. The nature of the position is such that the incumbent may have to travel in cramped, uncomfortable conditions (e.g. plane, all terrain vehicles, and snowmobiles) and will be required to lift and handle carcasses in varying stages of decomposition and walk long distances over rough terrain. The position sometimes has to work overtime and respond to emergencies. Due to the expectations associated with the position, the incumbent may sometimes have to deal with angry and emotional individuals and meet critical deadlines occasionally.

Qualifications

1) Education & Experience:

- Position duties require a combination of education, training and experience in fish and wildlife management.
- Diploma (or willing to obtain) or equivalent experience in the area of fish & wildlife management
- 2 –3 years of hands on experience.
- Incumbent should have good written and oral communication skills.

2) Office Equipment Skills:

- Computer skills (Microsoft Office)
- Phone, fax, copier

3) Specific Skills:

- The incumbent must have good wilderness travel skills and a willingness to be in the field in all seasons.

Conditions of Employment

- Valid Class 5 Driver's License
- Driver's Abstract
- FAC (or willing to obtain)
- Wilderness First Aid (or willing to obtain)
- Security Clearance
- Boat Operator Certificate (or willing to obtain)
- All-Terrain Vehicle (ATV) and Snow machine Operations Certificate (or willing to obtain)