



Land Use Coordinator / Fort McMurray

The Athabasca Chipewyan First Nation is seeking a highly motivated, mature individual with strong leadership and communication skills for the full-time position of **Land Use Coordinator**.

GENERAL RESPONSIBILITIES

- Performs all duties and responsibilities in accordance with the processes, procedures, policies, and guidelines of the Industry Relations Corporation, and as directed by the Manager of Rights and Lands.
- Coordinating land activities for traditional use studies in order to assess the impacts of ACFN's rights in the land.
- Implement and coordinate ACFN's Traditional Lands and Resource Use Management Plan. Administers the affairs of the (ITRAP) Program consistent with the Mission, Vision, Value Statements and formal approved Plans of the Industry Relations Corporation.
- Work towards the preservation and protection of traditional land resources.
- Assist the Manager of Rights and Lands with financial affairs of the (ITRAP) Program in accordance with approved Industry Relations Corporation Financial Policies and Procedures and as directed.
- Contributes as a team member to the overall plans and objectives of the Industry Relations Corporation.
- Coordinates and participates in land use planning activities in a non-political environment, to include responsibility for:
 - Identifying and prioritizing land use planning concerns, as well as conducting research, providing information and identify knowledge gaps to resolve the concerns brought forward by the CBM Guardians, Community members and Elders.
 - Documenting and mapping traditional and contemporary land use areas, traditional and reserve lands which include: fish harvest sites, hunting sites, trapping areas, plant harvest sites, scared areas, main travel routes and wildlife habitation sites.
 - Support the conservation and development areas to assist in identifying the traditional and reserve land use of interest to the First Nation
 - Support external experts with the gathering of wildlife habitat, biophysical, natural resource and socio-economic information for the ACFN
 - Managing the land use information and data and ensuring all records, maps, interviews and other data are properly and securely archived
 - Contributing to the development of consultation procedures for addressing the First Nation's "rights and traditional uses"
- Provides assistance to the Industry Relations Corporation in facilitating and managing industrial applications, permit requests from resource developers and consultants between the Athabasca Chipewyan First Nation, government and/or industry which includes responsibility for:

- Liaising with regional, provincial and federal bodies and stake holders responsible for land use planning and natural resource management
- Continuously updates and sustains the CKK system regarding ACFN land use.

QUALIFICATIONS

- Post-Secondary Degree in related discipline (Land Use Planning, Geography, Environmental Science, Natural Resource Management)
- Three to Four (3-4) years' experience in land use planning
- Experience in traditional land use and occupancy mapping
- Experience in natural resource management and planning and applicable legislation, policies and regulatory agencies
- Experience working with First Nation Communities related to land use planning
- Knowledge and understanding of First Nations' needs, issues and concerns about land issues and protection
- Knowledge and understanding of First Nations' issues pertaining to treaty rights in relation to the land
- Knowledge and understanding of First Nations' culture, communities and their respective organizations
- Knowledge and understanding of the applicable Provincial and Federal Regulations and regulatory processes
- Demonstrated ability to multi-task and adapt in a flexible and fast paced environment
- Strong team player
- Ability to work independently and with minimal supervision
- Ability to consistently demonstrate tact, discretion and sound judgment
- Exceptional oral and written communication skills
- Strong cultural sensitivity and understanding
- Excellent computer skills
- Valid Class 5 Driver's License and own transportation
- Ability to work flexible hours and travel as required for the position

Ability to be successful with a pre-employment drug and alcohol test as well as a criminal record check.

Salary will be dependent on experience and qualifications.

Applications will be accepted until February 9, 2018 @ 3:00pm

Applications may be emailed in confidence to diane.edison@acfn.com

Applications may also be faxed to 780-791-3632.

We thank all applicants, but only those selected for interviews will be contacted.