



IDENTIFICATION

Department	Position Title	
Finance	Statistician	
Position Number(s)	Community	Division/Region(s)
15-11316	Yellowknife	Bureau of Statistics

PURPOSE OF THE POSITION

Reporting to the Territorial Statistician, this position manages the resource statistics program for the Bureau of Statistics by developing and improving upon the range and quality of territorial statistics related to forecasted impacts of future resource development activities and assessing the impacts of on-going resource development projects; and by promoting the effective use of statistical information by government departments to better assess the cumulative impacts of resource development on government programs.

SCOPE

The Bureau of Statistics has overall responsibility for the territorial government statistical program. To accomplish this accountability, the Bureau of Statistics:

- develops, interprets and disseminates economic, social and demographic statistics required for territorial government purposes.
- circulates official government statistics and other statistical information in both print and electronic formats, and provides statistical advice and assistance to departments, regional offices and central agencies as required.
- assists departments with the analysis of statistical information and to complete statistical surveys.
- coordinates statistical activities within the government to minimize duplication of statistical effort and to help ensure that the statistics used by the government are current, consistent and accurate.
- provides for the continuing and effective representation of territorial statistical interests within the national statistical system. This task involves participating in federal-provincial committees on statistics, serving as the government's focal point for contacts with Statistics Canada, and consulting with federal departments

including Statistics Canada regarding territorial statistics.

- provides a limited statistical service to the general public, to the private sector and to other governments.

The statistical information and assistance provided by the Bureau of Statistics is important for overall government direction and strategy, as well as for supporting decision making by departmental and regional management. Because the territorial government is small and has limited resources to devote to statistics development and analysis, the activities of the Bureau of Statistics are particularly important for enhancing the government's overall statistical capability through the presence of a strong professional statistical support unit. Further, the Bureau of Statistics communicates territorial statistical concerns effectively to Statistics Canada, the national statistics agency. As a result, national statistical programs more closely reflect territorial needs. Although this role primarily involves advocacy, negotiation skills are also required.

Statistical information and the trends indicated by statistical data help Cabinet set priorities and general direction for the government. Further, as financial resources continue to become more limited in relation to the demands for programs and services, current and reliable statistics along with associated forecasts become particularly important for government operations. Statistics serve to quantify matters relating to policy and program decisions, and enhance the perspective decision makers bring to decisions among competing priorities.

The incumbent plays a critical role in the operation of the Bureau of Statistics by managing the resource statistics program. The incumbent is responsible for ensuring the Bureau of Statistics meets each of its overall objectives as they relate to both forecasting impacts of resource development activities and measuring the impact of these activities on the Northwest Territories and its' communities.

The incumbents activities are subject to operational goals of the organization and managerial direction of a general nature. On-going organization of activities required to fulfil the general goals and objectives are determined by the incumbent through preparation of work plans, and discussions with the Territorial Statistician on general Bureau of Statistics goals and objectives. Although the overall GNWT statistical program is the responsibility of the Territorial Statistician, the scope and quality of statistics on resource development available for the Northwest Territories are the primary responsibility of the Resource Statistician.

The results of the Resource Statistician's activities are externally focussed and impact many areas within the government. The modelling of resource development impacts and the work with departments to assess the impact of these developments on their programs may have considerable impact on government planning and policy development and resource allocation among GNWT programs.

RESPONSIBILITIES

1. *Develops, maintains and makes widely available estimates of cumulative resource impacts for use by departments and communities in planning by:*

- compiling information on planned resource developments including investment, direct employment, and purchases of goods and services including profiling activity over time and by geographic area;
- using the NWT Input-Output Model, the NWT Population Projection Model to forecast impacts of development including overall, resident & non-resident employment; population; income and overall economic growth.
- developing additional models to further assess development impacts such as a labour supply/demand model, a occupation demand model, a housing demand model and a commodity demand model.
- evaluating territorial government requirements for other resource related statistics and other information in consultation with departments and others;
- preparing reports and related statistical products for dissemination;
- assisting departments and central agencies with the statistical aspects of their work, including the analysis and interpretation of data on forecasted resource impacts;
- ensuring that departments using statistics are aware of available and pertinent statistical products;
- providing expert advice and assistance regarding the use of economic models and modelling techniques.

2. *Uses impact information and works with departments to assess costs of development and integrate impacts and strategies into departmental business plans by:*

- working with departments to obtain, develop and maintain information on key drivers for departmental programs;
- evaluating program information and resource impact information to develop cost driver models for GNWT departments to better understand the cost implications of development for GNWT programs;
- working with departments to understand cost implications of strategies developed to mitigate the negative impacts of development or to maximize the benefit.

3. *Provides widespread access to government and communities to information on impacts of resource developments as development occur by:*

- ensuring that territorial interests are effectively represented on issues related to modelling economic and social impacts at meetings associated with the environmental assessment process for resource developments;

- participating in inter-departmental projects and other activities whose purpose is to monitor and report on impacts of resource development activities (such as the reporting associated with socio-economic agreements);
- making widely available information on key indicators that describe the impacts of resource development on the Northwest Territories and its communities;
- participating in consultations with Statistics Canada staff and management regarding elements of the federal economic statistics program affecting the availability and quality of territorial statistics related to resource development;
- monitoring developments in economic and other statistics programs within the federal, provincial and territorial governments.

In fulfilling these responsibilities, the incumbent encounters highly variable situations often requiring creative and imaginative solutions. In developing models and other forecast material, the incumbent must be able to evaluate the required objectives and construct creative solutions based on available statistical information.

The incumbent must be highly knowledgeable and have extensive experience regarding the complex methodologies used for economic statistics, and complete work to the highest professional standard. For developing forecasts of resource impacts and developing departmental cost driver models the incumbent must be able to work with and develop material based on complex econometric and other modelling approaches.

Representing territorial statistical interests often includes reviewing and evaluating the methods and procedures used to prepare a wide variety of statistics nationally, and providing detailed input regarding this work and its applicability to territorial economic concerns.

The Resource Statistician's activities are guided by broadly defined objectives. As a specialist, the incumbent is expected to create solutions and approaches when advising departments or developing statistical approaches. As noted earlier solutions may require creativity and may not fall within defined methodological approaches.

KNOWLEDGE, SKILLS AND ABILITIES

The incumbent must have a sound background in economics, statistical methods, mathematical modelling and forecasting, and related computer applications – and remain current with important developments in these areas.

The statistical projects handled by the position include a wide range of subject areas—from economic accounts, business surveys and natural resources to government finance and labour markets. The incumbent must be knowledgeable regarding the statistical data and core concepts for each such area to ensure a continuing high professional standard for territorial government statistics, their analysis and interpretation. Further, given the small number of Bureau staff, the incumbent must be familiar with other subject areas including the Census, demography and social statistics.

As the territorial government's expert on resource statistics generally—and on Statistics Canada's statistics programs related to resources in particular—the incumbent must have detailed knowledge and related experience regarding the procedures, concepts and methods used to prepare the wide variety of statistics nationally.

The incumbent must have extensive computer skills including the ability to develop advanced applications using spreadsheet, database and statistical software. Knowledge of programming languages is not required but would be a definite asset for the incumbent.

The incumbent has limited financial management responsibilities. Although no positions report to this position, the incumbent exercises managerial and supervisory skills when providing direction to the Statistics Analyst for the computer aspects of projects and to the Statistics Administrator on dissemination activities. Here, the requirement is to communicate goals and tasks clearly and to motivate others, in order to complete the work effectively and on time.

Human relation skills are critical for this position. The incumbent must be an effective communicator when required to work with contacts within all GNWT departments to obtain the intended results and when providing statistical assistance, analysis and interpretations.

The position works closely with the subject matter specialists at Statistics Canada to provide on-going input, advice and support regarding national statistical programs. The incumbent must clearly and effectively present territorial positions when persuading Statistics Canada to modify its programs to reflect territorial concerns—and in consultations with other provincial and territorial statistical offices on matters of shared concern regarding Statistics Canada's programs and regarding statistical methodologies (including participation in federal-provincial committees on statistics).

The position provides advice and assistance provided to territorial government departments on the statistical aspects of their programs and to the central agencies. The position may be asked to provide support and advice to the FMBS on matters related to collective bargaining. The incumbent must quickly understand and assess data requirements as they relate to GNWT policies and programs, and effectively communicate the needed information, advice and interpretations. In addition, the incumbent works with various departments regarding those aspects of their information systems that may provide useful statistics.

Typically, the above qualifications would be attained by:

(Insert the ideal combination of education and experience required for the position.)

A Master's degree in Economics, Commerce, or Statistics (or another related field) with an emphasis on quantitative methods is required in addition to at least one year work experience in a statistical research environment. Alternatively, a Bachelor's degree in these fields and at least five years work experience in a statistical research environment will be considered.

WORKING CONDITIONS

Not a factor

Physical Demands

Not a factor

Environmental Conditions

Not a factor

Sensory Demands

(Sensory demands are an intense, combined use of 2 or more of the 5 senses required to accomplish activities.)

Close attention required for development and manipulation of statistical data.

Mental Demands

(Mental demands indicate psychological impacts that are an unavoidable part of the job and place increased mental demands on the incumbent. This section includes travel required of the position as well.)

The position works to strict deadlines. The incumbent is routinely involved in several varied and complex statistical projects simultaneously, which requires prioritization of work to meet competing pressures. Close attention is also required for development of statistical materials.

ADDITIONAL REQUIREMENTS

Position Security (check one)

- No criminal records check required
- Position of Trust – criminal records check required
- Highly sensitive position – requires verification of identity and a criminal records check

EXCLUSION CRITERIA

The Statistician positions need to be excluded based on our role of advising and assisting Labour Relations on collective bargaining issues as per clause:

- (e) in a position with duties and responsibilities that include providing advice and assistance on a regular basis respecting the terms and conditions of employment, including collective bargaining*