



## IDENTIFICATION

Department	Position Title	
Environment and Climate Change	Superintendent – Wildlife and Forest Management, North Slave Region	
Position Number	Community	Division/Region
23-11414	Yellowknife	North Slave Region

## PURPOSE OF THE POSITION

The Superintendent, Wildlife and Forest Management, North Slave Region, is accountable to the Assistant Deputy Minister, Regional Operations for developing regional strategies and plans for the delivery of all Department Programs within the functional areas comprised of wildlife management, conservation, impact monitoring, forest management, protected areas, and environmental protection at the regional and community level in a manner that is consistent with the Department's legislation and vision, and the unique needs of the North Slave Region.

A key role of this position is providing leadership, guidance and direction to the North Slave Regional team in the execution of departmental wildlife and forest management and administration functions and responsibilities. This position is actively involved in, and part of, the decision-making process.

The position takes a lead role in establishing and maintaining strategic linkages, communication, consultation and information channels within the department as well as with other government agencies, other levels of government, and departmental clients.

The Superintendent, Wildlife and Forest Management, provides strategic direction and leadership for managing regional operations and advises the Assistant Deputy Minister, Regional Operations, Deputy Minister and Minister on a myriad of regional issues. The Superintendent also plays a critical role in supporting and advising the Assistant Deputy Minister in providing information for presentations, submissions and briefings to the Deputy Minister, Minister, Cabinet, Management Boards and Caucus on regional issues.

The position must provide an equitable distribution of departmental resources across the region while maximizing community and regional participation and control. As a member of the department's senior management team, the Superintendent, Wildlife and Forest Management, is accountable for collaborating with other Superintendents, managers and co-management



organizations to monitor and evaluate the success with which programs and services contribute to achieving the Department's vision. The position plays a critical role on the Department's Senior Management Team.

### **SCOPE**

The Superintendent, Wildlife and Forest Management, North Slave Region, is located in Yellowknife and reports to the ADM Regional Operations, Department of Environment and Climate Change.

Key to success in this position is providing effective leadership, direction and oversight to the North Slave Regional Operations team in the execution of departmental wildlife and forest management administration functions and responsibilities.

The Mandate of the Department of Environment and Climate Change is to manage land, water, air, wildlife, and forests and lead and coordinate the Government of the Northwest Territories in understanding and adapting to a changing climate. The Superintendent will lead regional activities for the strategic implementation of the Climate Change Strategic Framework, Sustainable Livelihoods programs and various other Departmental initiatives.

The North Slave Region is comprised of nine communities. A major challenge for the Superintendent is balancing program delivery in a region containing significant natural resource development interests with the interests of smaller communities that are often more traditional economy based. The development of community capacity and responsibility and providing support for community based integrated resource management and resource use decisions will be critical to success in balancing these competing interests. Further, clarification of aboriginal interests is underway through negotiations leading to an agreement between Canada and the North Slave Region First Nations. Regional input is required for GNWT participation in these negotiations.

Superintendents are responsible for developing regional strategies and plans; delivering programs; participating in resource allocation; providing expert advice and support to communities; participation in monitoring and evaluating program delivery at the community and regional level; and acting as the Department's regional representative at the territorial and national level.

The Superintendent has delivery responsibility under the following Acts and regulations administered by the Department:

- Environmental Protection Act
- Environmental Rights Act



- Forest Act (when brought into force)
- Forest Management Act
- Forest Protection Act
- Species at Risk Act
- Wildlife Act

As well as territorial legislation and regulation that the Department administers, the Superintendent is also bound or restricted by a plethora of federal, territorial and municipal legislation and governing instruments that govern the manner in which some Departmental policies and programs are delivered such as the federal *Mackenzie Valley Resource Management Act* and territorial *Evidence Act*.

The Department has shared responsibilities with the Department of Industry, Tourism and Investment which has responsibility for fostering business, trade and natural resource development. The GNWT recognizes that environmental conservation is essential to long term economic prosperity while at the same time economic development can contribute significantly to the achievement of regional conservation goals. To achieve these goals the application of the concept of sustainable development to all Departmental decisions and actions related to natural resources is fundamental.

The Department must collaborate and build partnership with a wide variety of stakeholders: for example, with the Department of Industry, Tourism and Investment on matters relating to renewable resource development; and with aboriginal organizations and the federal government on matters relating to access to resources.

Finance and administration staff located in the North Slave Region report to the Superintendent with a dotted line report to the Director Finance and Capital Planning. The Superintendent must develop collaborative working relationships with all senior managers within the Department.

### **DIMENSIONS**

- Reporting Positions (7 direct, and 26 indirect)
- Compensation & Benefits (\$) 3,500,000
- Operations & Maintenance (\$) 1,989,000
- Grants & Contributions (\$) 10,000 to \$200,000 (this fluctuates per annum)
- Capital (\$) 100,000 to \$1 million (this fluctuates per annum)
- Revenue (\$) 100,000 to 250,000 (this fluctuates per annum)



## **RESPONSIBILITIES**

1. Uphold and consistently practices personal diversity, inclusion, and cultural awareness, as well as safety and sensitivity approaches in the workplace. Practice and ensure that any subordinate management and supervisory roles also prioritize staff mentorship and on-the-job training, including staff development in annual general objectives.
2. The Superintendent is responsible for increasing delivery efficiency and reducing costs. The Superintendent is responsible for seeking partnerships with communities, aboriginal organizations and institutions, non-government organizations and the private sector to improve program delivery within a co-management context.
3. Oversees the development, management and control of regional budgets within the authorized levels, development of regional operational and strategic plans, regional ministerial briefing notes.
4. Oversees and is responsible for maintaining public safety when wildlife-human interactions occur or there are threats of such interactions.
5. Directs oversees and fosters the continued development of a team environment and integration in the day-to-day activities of the regional to ensure effective and responsive delivery of services to communities throughout the region with the most efficient allocation of resources; monitors and evaluates programs/services and retains accountability for the region for capital planning activities, financial management and fiscal responsibility.
6. Supports and advises the Assistant Deputy Minister in providing regional information for presentations, submissions and briefings to the Deputy Minister, Minister, Cabinet and Management Boards and responds to immediate requests for information and action from the Ministers officer. The Superintendent serves as a critical member of the Departments Senior Management Team.
7. Responsible for protecting the condition of the environment in the region through comprehensive environmental protection programs including spill response, waste management, air quality management and monitoring energy conservation and environmental assessment in a complex land management regime that is highly regulated.
8. Responsible for delivery of regional wildlife management and forest management activities and establishes overall regional direction for wildlife and forest management research and compliance programs through collaboration with land claim organizations for the protection of the quality, delivery and abundance of wildlife and forest resources.



9. Accountable for maintaining and protecting the condition, quality, diversity and abundance of renewable resources in the region through comprehensive inventory, monitoring and implementation of a compliance model that includes education, prevention and enforcement.
10. Promote and support the use of scientific research, traditional knowledge and public education to develop a better understanding of ecosystem dynamics, integrated resource management and sustainable development in the region.
11. Development of the region through participation on regional senior management committees, development of regional strategies and through partnerships with other departments, other governments, aboriginal organizations, non-government organizations and communities.
12. Leads or participates in the negotiations of agreements and provides senior level liaison with other parties such as municipalities, provincial, federal government departments, agencies, First Nations and Inuvialuit governments/organizations.
13. Promote and support the use of renewable resources to enhance community self sufficiency and contribute to local and traditional economies while maintaining biological diversity and environmental integrity.
14. Ensure quality, performance, development and occupational health and safety of all regional staff.

## **WORKING CONDITIONS**

### **Physical Demands**

The incumbent generally works in an office environment. Superintendents may occasionally carry out enforcement duties or handle wildlife, requiring some physical exertion.

### **Environmental Conditions**

The position encounters a normal variety of weather when working outdoors.

### **Sensory Demands**

No unusual demands.

### **Mental Demands**

This position encounters shifting priorities and tight deadlines. Frequent routine travel is required, by land, air and water. The incumbent occasionally encounters dissatisfied clients and



stakeholders who may hold diverse and conflicting perspectives with respect to legislation or policy.

The incumbent will occasionally be involved in overseeing large emergencies such as a major wildfire near communities. In emergency situations the incumbent may be required to fly in small airplanes and helicopters under potentially adverse weather conditions.

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge of theory, principles, development, analysis, and evaluation and their application to natural resources.
- Knowledge of legislation and policies relevant to renewable resource and resource management development in the NWT including: the *Wildlife Act*, the *Mackenzie Valley Resource Management Act*, Sustainable Development Policy, and the *Species at Risk Act*
- Knowledge of the settled land claims and associated implementation process and legal obligations under those agreements within the Region.
- Knowledge of the environmental review process, cumulative environmental effects assessment, protected areas strategy and sustainable development concepts.
- Knowledge of financial planning techniques and tools such as budget forecasting, variance analysis and financial management practices.
- Knowledge of human resource management techniques such as performance evaluating, succession planning, staffing processes, team and individual motivation and progressive discipline techniques.
- Knowledge of effective oral and written communications techniques.
- Computer skills in word processing, database, spreadsheet software, and presentation software, as well as the internet and electronic communication.
- Knowledge of business planning requirements and practices.
- Ability to manage time and priorities.
- Ability to manage stress.
- Ability to negotiate complex agreements within defined operational mandates.
- Ability to interpret Acts and Regulations and apply them to field operations.
- Ability to work in a cross-cultural environment
- Ability to prioritize work and priorities to achieve operational and strategic objectives.
- Ability to commit to actively upholding and consistently practicing personal diversity, inclusion, and cultural awareness, as well as safety and sensitivity approaches in the workplace.

### **Typically, the above qualifications would be attained by:**

These knowledge, skills and abilities are generally obtained through to completion of a related post-secondary diploma program (such as Environment and Natural Resources Technology



Program) plus a minimum of 7 years' experience, with a minimum of three years in a management capacity with experience in overseeing human and financial resources.

Equivalent combinations of education and experience will be considered.

### **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

#### **French language** (check one if applicable)

- ☐ French required (must identify required level below)

Level required for this Designated Position is:

ORAL EXPRESSION AND COMPREHENSION

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

READING COMPREHENSION:

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

WRITING SKILLS:

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

- ☐ French preferred

#### **Indigenous language:** Select Language

- ☐ Required
- ☐ Preferred