



## IDENTIFICATION

Department	Position Title	
Environment and Climate Change	Senior Land Use Planner	
Position Number	Community	Division/Region
23-14182	Yellowknife	Land Use and Sustainability

## PURPOSE OF THE POSITION

The Senior Land Use Planner (Senior Planner) is responsible for the provision of comprehensive planning services in the development and implementation of regional land use plans while advancing interdepartmental, intergovernmental, and interagency obligations related to land use planning in a manner that is consistent with the Department of Environment and Climate Change (ECC) policies and strategic initiatives, including Northern Lands-Northern Leadership (NLNL) and the Land Use and Sustainability Framework (LUSF), and broader Government of Northwest Territories (GNWT) objectives, interests, and priorities.

## SCOPE

Located in Yellowknife and reporting to the Manager, Land Use Planning (Manager) and, under the direction of the Manager, the Senior Land Use Planner is responsible for setting the strategic framework for land use planning throughout the Northwest Territories (NWT), which is a geographic area of over one million square kilometers. Extensive scientific knowledge and experience is needed by the Senior Planners in order to ensure Land Use Plans in the NWT meet the often conflicting needs of land users throughout the NWT. How land is used and managed requires in depth skills and experience in demographic analysis and modeling, social and economic analysis and modeling, conflict management and issues management. These specialized skills are vital to the position given the cross- departmental and cross-governmental nature of land use in the NWT.

The Land Use Planning Unit is accountable for providing advice to GNWT departments, regional land use planning boards, Indigenous governments, stakeholders, and industry on matters related to the development, review, and implementation of land use plans. In this context, it is important to note that land management and land use has cross-departmental and cross-government implications as the GNWT is not only the landowner, but a significant



land user as well. Similarly, the interests of the GNWT need to be balanced against other government users such as Indigenous governments and the Federal government.

Land management and administration is considered a core public good and critical infrastructure that needs to be effectively and efficiently managed. In addition, it is important to highlight that land provides for ecological, spiritual, cultural, recreational and economic goods and services as well as being a predominant and key driver of the NWT GDP. As such, it is critical that lands are managed efficiently and effectively to maximize the benefits to the people of the NWT.

At times, this will be challenging especially when dealing with diametrically opposed philosophical slants and competing interests related to the debate between development and conservation. It is further complicated by the unique land ownership dynamics within the NWT as well as the geo-political circumstances related to Indigenous self-government. Land is sacred to Indigenous peoples and as significant landowners; they demand a prominent role in the management of the land and resources of the NWT. Some of this role is spelled out in constitutionally entrenched Lands, Resources and Self-government Agreements and, in particular, the institutions of public government where they have guaranteed participation including Land and Water Boards, Wildlife Boards, Environmental Impact Review Boards and Land Use Planning Boards. This management approach is further defined by the establishment of the Intergovernmental Council on Resource Management under the Devolution Final Agreement where Indigenous governments and the GNWT will work together as landowners for the purpose of coordinating the management of land and resources in the NWT.

All of this in an environment with both settled and unsettled Lands, Resources and Self-government Agreements. Also, the operating environment includes some Indigenous governments not accepting that the GNWT has a legitimate right to own or manage the lands of the NWT. This means the GNWT, and especially the Department of Environment and Climate Change (ECC), must operate with full respect and recognition of Indigenous rights and knowledgeable of their constitutional obligations to consult and/or their duty to accommodate while under the always present threat of legal action.

The Senior Land Use Planner works within the a legislative framework which includes the *Commissioner's Land Act and Regulations*; *Northwest Territories Lands Act and Regulations*; *Canada Mining Regulations*; *the Area Development Act*; *Planning Act*; *Mackenzie Valley Resource Management Act and Regulations*; *Canada Environmental Assessment Act*; *Species at Risk Act*; as well as the settled Lands, Resources and Self-government Agreements within the NWT; Interim Measures Agreements; Interim Land Withdrawals; Devolution Final Agreement; Respect, Recognition, Responsibility; Land Use Sustainability Framework; Northern Lands - Northern Leadership; GNWT Ecological Representation Network Plan; Sustainable Development Policy (GNWT and Canada); Mineral Development Strategy;



Economic Opportunity Strategy; Water Stewardship Strategy; Land Pricing Policy; the Land Lease Only Policy; and the Recreational Leasing Management Framework.

The Senior Planner provides comprehensive planning services in the development, review, renewal, coordination of approval, and provision of advice on conformity with regional land use plans, as well as ensuring that interdepartmental, intergovernmental, and interagency obligations related to land use planning are met.

The incumbent advances land use planning in a manner that is consistent with ECC policies and strategic initiatives, including Northern Lands-Northern Leadership (NLNL) and the Land Use and Sustainability Framework (LUSF), and broader GNWT objectives, interests, and priorities.

The Senior Land Use Planner provides specialist expertise on regional land use planning projects and initiatives and recommends GNWT actions, protocols, or positions to fulfill land use planning obligations arising from interim measures agreements and comprehensive claims. These recommendations promote and inform departmental, interdepartmental, and intergovernmental priorities.

The Senior Planner ensures GNWT obligations regarding regional land use plans are fulfilled consistent with GNWT policy, legislation, and priorities. The position actively participates in departmental and interdepartmental collaborations on all matters related to regional land use planning to ensure GNWT commitments to planning boards and committees are fulfilled throughout plan development, approval or periodic reviews.

The Senior Planner provides specialist expertise in the development, implementation, evaluation, and period review of land use plans. This includes providing expert advice, analysis, and technical knowledge on all matters related to regional land use planning in the NWT and carries out Section 40 responsibilities of the *Mackenzie Valley Resource Management Act* (MVRMA) with respect to land use plan policy development, implementation, and stakeholder engagement.

The Senior Planner consults directly with legal counsel on various issues related to the development and implementation of land use plans and acts as the main point of contact for regional land use planning board staff.

The Senior Planner monitors and assess the implementation of regional land use plans by regulators and responsible authorities and works with them as required to ensure they are carrying out their responsibilities in accordance with the approved land use plans. This includes providing expert advice to GNWT departments, federal departments, land and water boards, Indigenous groups and private landowners on issues related to land use plan conformity.



## **RESPONSIBILITIES**

### **1. Provides specialist expertise in a timely and effective manner on initiatives related to land use planning to the Manager and senior management, as well as GNWT's Managing This Land committees and working groups.**

- Recommends GNWT actions, protocols, or positions to fulfill land use planning obligations arising from interim measures agreements and comprehensive claims. Such recommendations promote departmental, interdepartmental, and intergovernmental priorities.
- Leads and participates in departmental and interdepartmental teams who collaborate to fulfill GNWT obligations associated with regional land use planning, bringing matters that require GNWT actions or positions to the Manager, senior management, and committees.
- Promotes NWT public interests in partnership initiatives related to land use planning, while advancing partnership obligations and strategic interest.
- Promotes awareness, identifies issues, educates, and advises on obligations regarding planning and management issues within the NWT, bringing these to bear on strategic initiatives such as land use policy frameworks and regional land use planning.
- Researches and recommends to the Manager relevant active participation in any other land use planning of interest to the GNWT and reports on strategic benefits or raising issues that should be considered by the Department and the GNWT.
- Interprets, reviews, and provides recommendations regarding amendments to planning related legislation, regulations and policies, including the preparation of decision papers, Ministerial briefing notes, and working with the Legislative Advisor in drafting legislative outlines.
- Provides advice to departmental divisions, other GNWT departments, other levels of government, Indigenous groups, and the public in response to requests for interpretation and clarification of planning related legislation, policies, procedures, practices and standards and criteria.
- Prepares briefing notes, presentations, memoranda and communication materials relating to legislative and regulatory changes as well as land use planning issues for the presentation of recommendations and advice to the Minister, senior management, other levels of government, senior industry representatives and other external clients, partners and stakeholders.

### **2. Ensures GNWT obligations regarding regional land use plans are fulfilled in a timely and effective manner consistent with GNWT policy, legislation, and priorities.**



- Actively participates in departmental and interdepartmental collaborations on all matters related to regional land use planning to ensure GNWT commitments to planning boards and committees are fulfilled throughout plan development, approval or periodic reviews.
- Provides briefings and discussion papers to the Manager to inform senior management, and Directorate, GNWT Managing This Land Committees, or Executive Council on matters related to GNWT participation and interests in regional land use planning, providing briefings and discussion papers in these regards.
- Develops recommendations on regional land use plans, ensuring consistency with GNWT legislation and strategic policy and promoting public interest related to GNWT mandate; seeks approval of such recommendations according to GNWT policy and procedures.
- Critically analyzes all matters related to land use planning, drawing from national and international experiences, and providing advice to DOL senior management and Directorate in these regards.

**3. Responsible for the implementation of programs and policies with respect to regional land use planning by ensuring professional planning and advice is brought forward, including specialist expertise in the development, implementation, evaluation, and period review of land use plans.**

- Oversees and provides comprehensive expert advice, analysis, and technical knowledge on all matters related to regional land use planning in the NWT and carries out Section 40 responsibilities of the MVRMA with respect to land use plan policy development, implementation, and stakeholder engagement.
- Provides comprehensive expert analysis of existing land resources and develops scenarios that describe various planning concepts, processes and trade-offs and makes recommendations to facilitate sound decision making Ensures that both traditional and scientific knowledge is considered and incorporated in the planning process.
- Coordinates, monitors, and provides analysis of various activities and collaborations related to the development, implementation and review of land use plans involving the Department, other GNWT departments, federal departments, land use planning boards, and other stakeholders.
- Acts as the main point of contact for regional land use planning board staff
- Consults directly with legal counsel on various issues related to the development and implementation of land use plans
- Provides expert advice to GNWT departments, federal departments, land and water boards, Indigenous groups and private landowners on issues related to land use plan conformity.





- Monitors and assess the implementation of regional land use plans by regulators and responsible authorities and work with them as required to ensure they are carrying out their responsibilities in accordance with the approved land use plans
- Monitors new and existing land use issues, information and updates to be considered in the periodic review and plans, coordinates, and oversees priority research projects for inclusion in future plan amendments.
- Provides input into project proposals and carries out conformity determinations; this includes reviewing project proposals for potential exceptions and amendments to land use plans and providing recommendations.
- Plans and conducts appropriate and timely opportunities for stakeholder engagement that may include planning, coordinating, and leading regional meetings, workshops, and/or information sessions as needed to encourage the exchange of various views and perspectives.
- Plans and coordinates the development and implementation of comprehensive research strategies to generate the necessary knowledge and understanding of existing land resources and characteristics.
- Advocates, creates awareness, promotes and provides support for Department/Division program and policy areas including delivering planning presentations at workshops and conferences.

**4. Performs other duties to assist in the Unit and regional offices' activities.**

- Assists in developing RFPs, conducting proposal evaluations, awarding contracts, and managing contracts/projects.
- Assists in the preparation, development, publication and distribution of materials such as brochures, handouts, audio-visuals and manuals for use by regional planners, and staff and the public;
- Monitors various media to maintain awareness of planning trends; attends planning institute conferences and workshops;
- Assist regional offices to administer the Planning Act, Area Development Act, and sections of the Land Titles Act, Commissioner's Land Act, Cities, Towns and Villages Act, Hamlets Act, Charter Communities Act, Tlicho Community Government Act, and MACA's Land Development and Land Pricing Policies;

**5. Fulfills the Department's legislated obligations to process planning documents and amendments, proposed surveys and Area Development Act development permits.**

- Issues development permits, letters of permission and orders as the statutory officer pursuant to the *Area Development Act*.



## **WORKING CONDITIONS**

### **Physical Demands**

No unusual demands.

### **Environmental Conditions**

Travel will be required on an as-needed basis to attend workshops, meetings, and public engagement session.

### **Sensory Demands**

Prolonged use and exposure to computer screens, maps, charts, spreadsheets and reports.

### **Mental Demands**

Leading stakeholder engagement sessions and delivering public presentations may involve exposure to conflict and hostility resulting from contention over land use proposals and decisions.

## **KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge of Departmental Acts, agreements, frameworks, strategies and policies as they relate to regional land use planning including: *Territorial Lands Act and Regulations*; *Commissioner's Land Act and Regulations*; *Mackenzie Valley Resource Management Act*; *Canadian Environmental Assessment Act*; *Area Development Act*; *Planning Act*; *Species at Risk Act*; Settled Lands; Resource and Self-Government Agreements; Interim Measures Agreements; Interim Land Withdrawals; Respect, Recognition, Responsibility; Devolution Final Agreement. Land Use Sustainability Framework; Northern Lands - Northern Leadership; GNWT Ecological Representation Network Plan; Sustainable Development Policy (GNWT and Canada); Mineral Development Strategy; Economic Opportunity Strategy; Water Stewardship Strategy; Lease Only Policy; Land Pricing Policy; and Recreational Leasing Policy.
- Knowledge of the theory and practice related to land use planning including the development and implementation of land use plans; sustainable development; land management and administration; environmental management; public engagement and consultation; economic development, statistical and demographic research and analysis.
- Knowledge of the history, culture, political and economic aspirations of Indigenous people and other Northerners and of land rights and land use.



- Knowledge of northern institutions, corporations, government systems and communities, as well as the ability to interact with Federal and GNWT departments, Indigenous organizations, community organizations and the various business.
- Knowledge of key partners and stakeholders including industry, NGOs, Indigenous governments, municipal governments, and federal departments.
- Knowledge of Cabinet, legislative and policy processes and protocols. Thorough knowledge of existing Department legislation, policies, and strategic initiatives as well as GNWT-wide interest, goals, and priorities.
- Knowledge about diverse practices, processes and issues relating to the Department's mandates, roles and objective and those of co-delivery partners in GNWT Departments (e.g., ITI, ENR) and agencies.
- Analytical and research skills, as well as a demonstrated ability to express ideas, negotiate and communicate effectively; the ability to analyze critically and suggest an appropriate means of action, sometimes in a short time frame.
- Ability to collect, analyze, interpret, and report on a variety of technical land and resource management issues.
- Ability to prepare maps and graphics.
- Skills in conducting statistical and demographic research and analysis including developing estimates and projections.
- Communication skills, both verbal and written - ability to communicate effectively with all levels of government, Indigenous Groups, industry, and the public including the writing of briefing notes, correspondence, reports, and papers. Strong conflict resolution, mediation, and consensus building skills.
- Ability and experience working cooperatively in a multi-disciplinary team in the application of land and resource management approaches and information in a land use planning context.
- Knowledge, ability, and experience operating in a cross-cultural setting to achieve objectives.
- Ability to work to deadlines and respond effectively to frequently changing deadlines.
- A high degree of personal initiative to undertake and complete tasks with minimum supervision.
- Ability to work in a highly politicized environment with competing interests.
- Ability to manage time, priorities, and stress.
- Knowledge and use of Microsoft Outlook, Microsoft Word, Microsoft PowerPoint and Microsoft Excel is required
- 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:**

A master's degree in planning, or a related field, from a recognized university and 3 years of professional planning experience. Must be eligible for membership with the Canadian Institute of Planners.

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