



## IDENTIFICATION

Department	Position Title	
Environment and Climate Change	Resource Management Officer I	
Position Number	Community	Division/Region
23-14205	Deline	Sahtu Land and Water

## PURPOSE OF THE POSITION

The Resource Management Officer I (Office I) carries out resource management and environmental law enforcement activities mandated by the Department of Environment and Climate Change (ECC; Department) within the Sahtu Region of the Northwest Territories (NWT).

## SCOPE

Located in Deline and reporting to the Manager, Resource Management (Manager), the Resource Management Officer I assists with inspections and investigations related to land and water management.

The Officer I supports the management and administration of public lands in the region by enforcing acts and regulations, authorizations, policies, guidelines, and procedures to ensure regulatory requirements are met related to resource management issues in the region. The position regularly interacts with departmental divisions, other Government of Northwest Territories (GNWT) departments, indigenous governments federal government agencies, regional and local resource management boards, industry, independent environmental monitoring contractors, and the public.

The Officer I works within a legislative framework which includes *the Commissioner's Land Act and Regulations*, *Northwest Territories Lands Act and Regulations*, *Territorial Quarrying Regulations*, *Area Development Act and Regulations*, *Mackenzie Valley Resource Management Act*, *Environmental Protection Act*, and *the Waters Act*.

Activities, decisions, and recommendations related to resource management and law



enforcement could affect the cost and efficiency of development operations (may result in termination of operation), economic loss (employment, wealth), the environmental impacts to land and water from development projects, and the Department's credibility and public image. The position must make sound decisions from a variety of information sources with a high degree of distractions from managers, clients, other department personnel, the public and special interest groups through telephone call, visits and during meeting.

## **RESPONSIBILITIES**

### **1. Provides interpretation, guidance and enforcement of environmental acts and regulations, authorization, policies, guidelines, procedures, and agreements under mandate of the Department to permittees, licensees, and lessees, other government agencies and other groups in order to clarify intent, explain regulatory requirement, law enforcement and resource management issues.**

- Provides technical and operational information to all clients on resource development activities, field practices, mitigation measures and environmental conditions.
- Provides support to clients to complete land use permit, water license and leases applications procedures to meet legislative requirements.
- Reviews reports generated by clients as part of their compliance obligations.
- Provides input regarding enforcement activities and measures in consultation with the supervisor and the Department of Justice personnel. Responsible and accountable for enforcement decisions related to conducting planned inspections, investigative approach, search, and seizure with or without a warrant, approving corrective action plans, issuing verbal or written warnings and directions, preparing court briefs and laying charges.
- Reviews proposed and existing legislation and recommends appropriate revisions to ensure enforceability problems and concerns are addressed.
- Participates in the development and the implementation of regional compliance promotion, enforcement procedures and pollution prevention programs.
- Represents the Department and the GNWT as an Inspector under relevant acts, regulations, and authorities.
- Assists in the conduct of technical assessments of resource development proposal applications, amendments and modifications and provides guidance on the mitigative measures.

### **2. Assists in investigations.**

- Assists in the scheduling, conduct, and documentation of on-site inspections to ensure compliance to permits, licenses, leases and environmental agreements, monitors operational activities, environmental conditions, effectiveness of mitigative measures and final abandonment.



- Assists with investigations of violations of land, water and environmental laws under the Department's mandate including non-compliance of permits, licenses or lease conditions duties include the collection of evidence {physical, documentary, testimonial) and preparation of written warnings, orders , court briefs and gives evidence in a court of law.
- Assists in the conduct and maintenance of an environmental risk assessment system which outlines impacts of an operation and determines frequency and costs of conducting inspections to monitor compliance and minimize environmental impacts, in accordance with the Department's Risk Assessment Program.

**3. Assist in the development, organization and maintenance of databases.**

- Assists in the development, organization, and maintenance of a comprehensive database on inspection frequency, costs, hazardous spills, unauthorized occupants, waste sites, water sampling data and water license compliance.
- Assists in the development, organization, and maintenance of a comprehensive databases pertaining to land use permits, leases and unauthorized occupants.

**4. Assists in the implementation of environmental field studies as designed by other divisions within the Department or other departments within the GNWT such as baseline data collection of water, soils or plants.**

- Operates four-wheel drive vehicles, snow machines, ATVs, boats, computer, navigational, camera, protective and analytical equipment.
- Supports Wildlife and Forest Management with field operations as assigned.
- Supports emergency response to wildland fires, floods, and community emergencies as part of a regional emergency response team or incident management team.

**WORKING CONDITIONS**

**Physical Demands**

Regular fieldwork requires significant physical effort in embarking and disembarking boats, planes, helicopters, and land vehicles while carrying heavy coolers, outboard motors, generators, boats and sampling gear, snowmobiles and sleds; loading and unloading full drums of fuel into vehicles and aircraft; drilling holes in up to six feet of ice with hand and power augers; climbing in and around sites which are rocky and steep or in deep snow.

**Environmental Conditions**

Field work requires working outdoors and travelling in extreme weather conditions. There is regular exposure to dust, dirt, and oil (oil spills, servicing equipment), toxins and chemicals (tailings ponds, cleanups, storage areas), loud, constant noises and insects.



### **Sensory Demands**

Conducting inspections or collecting data with field equipment while working in and around large heavy machinery, remote refueling locations, tailings ponds, chemical storage areas or other hazardous sites for extended periods of time (4 hours) requires sustained attention in order to prevent accidental injury or death, remain focused to identify environmental impacts and assess mitigative measures and collecting evidence or data.

There are continuous distractions when conducting the field activities from machine noise, natural elements and other workers.

### **Mental Demands**

Resource development and land use issues are sensitive and frequently result in conflicts among clients, beneficiaries, and the public. Psychological and emotional stress may occur when dealing with uncooperative parties, making court appearances, and other work pressures, such as meeting deadlines, enforcement activities, and responding to public criticism.

Regular fieldwork can disrupt home life and routine.

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

- Ability to pass criminal background check.
- Ability to pass departmental fitness standard.
- Ability to pass departmental self-defense use of force training.
- Ability to pass departmental firearms standard.
- Ability to obtain a firearms license and be lawfully able to possess and use a firearm.
- Knowledge of and ability to interpret legislation, policies and procedures.
- Ability to plan operations, inspections and patrols effectively.
- Ability to demonstrate good organizational and time management skills.
- Ability to safely travel on the land and water in remote areas.
- Ability to apply local traditional knowledge for management of resources.
- Knowledge of land use or land management and environment.
- Ability to communicate clearly and effectively, both verbally and in writing. Ability to organize time effectively and meet deadlines.
- Knowledge of use, handling, containment and disposal of petroleum products, chemical and other toxic wastes.
- Knowledge of and ability to complete computer data entry, manipulation and retrieval techniques for data collection.
- Ability to use manual and electronic field survey equipment to conduct surveys and record data and to interpret a variety of plans, maps, air photographs, and remote



sensing data.

- Knowledge of safety procedures and operation around fixed-winged and rotary-winged aircraft as well as safety procedures related to watercraft, mobile transport equipment and vehicles used in execution of land travel.
- Knowledge of traditional land use, ability to travel on the land and water.
- 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:**

Completion of a grade 12 diploma, or GED equivalent and a minimum of one (1) year of experience in working in a related field such as land management water management, forestry, wildfire, wildlife, environment, or conservation.

Equivalent combinations of education and experience will be considered.

**ADDITIONAL REQUIREMENTS**

***This is a law enforcement position with a requirement to wear a uniform.***

- A bona fide requirement of the job is passing the annual work simulation fitness standards.
- A valid class 5 driver's license, if not yet obtained, it will be required within 12 months of hire.
- Possession of or ability to obtain a valid firearms license and eligibility to lawfully possess and use a firearm.

**Position Security (check one)**

- ☐ No criminal records check required
- ☒ Position of Trust – Criminal Records Check and Vulnerable Sector 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