



## IDENTIFICATION

Department	Position Title	
Environment and Climate Change	Resource Management Officer I	
Position Number	Community	Division/Region
23-14216	Inuvik	Beaufort Delta

## PURPOSE OF THE POSITION

The Resource Management Officer I carries out resource management and environmental law enforcement activities mandated by the Department of Environment and Climate Change (Department) within the Beaufort Delta Region located in the Northwest Territories (NWT).

## SCOPE

Located in Inuvik, the Resource Management Officer I reports directly to the Manager, Resource Management. The position assists with several hundred inspections and investigations. The budget for these inspections will be approximately \$250K per year.

The position 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 for the Region. The position regularly interacts with ECC divisions, other government agencies, resource management boards, industry, Independent Environmental Monitoring Agency, Environmental Monitoring Advisory Board, Aboriginal governments, special interest groups and the public.

This position 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*, and *Mackenzie Valley Resource Management Act*. It also works in a Cabinet approved policy framework by administering the Land Pricing Policy, the Land Lease Only Policy, and the Recreational Leasing Management Framework. It requires knowledge of Lands, Resources, and Self-government Negotiations and Agreements.



## **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.
2. Reviews reports generated by clients as part of their compliance obligations.
3. Provides technical and operational information to all clients on resource development activities, field practices, mitigation measures and environmental conditions.
4. Assists in the conduct of technical assessments of resource development proposal applications, amendments and modifications and provides guidance on the mitigative measures.
5. 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.
6. 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.
7. Represents the Department and the GNWT as an Inspector under relevant acts, regulations and authorities.
8. Assists in the conduct of investigations of violations of environmental laws under the Department's mandate or non-compliance of permits, licenses or lease conditions and includes the collection of evidence {physical, documentary, testimonial) for the preparation of written warnings, orders or court briefs and gives evidence in a court of law.
9. 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.
10. 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.
11. Reviews proposed and existing legislation and recommends appropriate revisions to ensure enforceability problems and concerns are addressed.
12. Assists in the development, organization, and maintenance of a comprehensive databases pertaining to: land use permits, leases and unauthorized occupants.
13. Operates four wheel drive vehicles, snow machines, ATVs, boats, computer, navigational, camera, protective and analytical equipment.



14. Provides guidance to clients on land use permit, water license and leases applications procedures as well as legislative requirements.
15. 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.
16. Participates in the development and the implementation of regional compliance promotion, enforcement procedures and pollution prevention programs.

## **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.

Activities, decisions and recommendations related to resource management and law enforcement require sustained attention because they 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. Sustained attention is needed to 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.



## **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 or hostile 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**

- Knowledge of and ability to interpret legislation, policies and procedures. Good organizational and time management abilities.
- Knowledge of land use or land management and environment. Knowledge of organizational structure and management relationships.
- Ability to communicate clearly and effectively, both verbally and in writing. Ability to organize time effectively and meet deadlines.
- Ability to work with people in an effective, tactful manner.
- 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.
- Ability to perform scheduled services and minor mechanical repairs to equipment where access to services is not available.
- Knowledge of survival techniques, radio use and map reading.
- Requires knowledge of safety procedures and operation around both fixed-winged and rotary-winged aircraft. This knowledge is important as transportation to remote sites will primarily be done by these modes of transportation.
- 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:**

Typically the above is obtained through a grade 12 education and a minimum of 1 year of experience in working in the environment, land use or land management fields.

Equivalent combinations of education and experience will be considered.



### **ADDITIONAL REQUIREMENTS**

Must be eligible to enter a recognized Environment and Natural Resources Technology Program.

A valid class 5 driver's license is required. A medical clearance to confirm fitness to perform physical requirements of the position will also be required.

A Boating License and Firearms Acquisition Certificate would be considered assets.

#### **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