



## IDENTIFICATION

Department	Position Title	
Environment and Climate Change	Renewable Resource Officer I	
Position Number	Community	Division/Region
23-16411	Rádeyílíkóé (Fort Good Hope)	Sahtu

## PURPOSE OF THE POSITION

The Renewable Resource Officer I (RRO I) is responsible for delivery of departmental programs including promotion, administration and enforcement of statutes, acts and regulations related to wildlife, forestry, protected areas, environment, land, and water management within the Sahtu region.

The RRO I may be assigned to oversee monitoring of one or more territorial protected areas established under the *Protected Areas Act* in partnership with the relevant Indigenous Governments as applicable. The position supports compliance enforcement operations within the territory including operations specific to territorial protected areas.

## SCOPE

Located at Rádeyílíkóé (Fort Good Hope) and reporting to the Renewable Resource Officer III in Norman Wells, the Renewable Resource Officer I ensures local delivery of departmental programs including implementing protected area-specific establishment agreements and regulations, and operationalizing approved management plans for territorial protected areas.

The Renewable Resource Officer I works closely with the community governance authorities, the resource harvesting community, and other agencies to successfully implement goals and objectives. This includes hunters, trappers, fishers and other individuals, indigenous governments, co-management organizations, boards, and other community-based resource organizations and commercial enterprises, some of whom may have opposing views on resource use.

The RRO I must work at establishing and maintaining strong working relationships by using traditional knowledge, science, and their understanding of resource-based activities in the



area to effectively provide support to clients. The position builds and maintains positive working relationships with Guardians, protected area management boards, signatory governments to the establishment agreements Indigenous governments and Indigenous organizations, federal government, harvesters, relevant boards and councils, businesses, and the public to operationalize and monitor territorial protected areas.

The RRO I works closely with protected area partners and is responsible for fulfilling duties related to the mandate of Government of the Northwest Territories (GNWT) in management of territorial protected areas in the region such as monitoring, research support, compliance enforcement, improved access to and appreciation of protected areas by residents and visitors.

## **RESPONSIBILITIES**

### **1. Assists with the management of operations at the regional level.**

- Completes training and certifications required to obtain and maintain an appointment as an Officer under the Wildlife Act and other related legislation necessary to meet the departmental mandate.
- Issues free timber cutting permits.
- Provides support and assistance to Lands Officers and Water Officers in completing inspections within the district.
- Ensures departmental facilities and assets throughout the district are properly secured and maintained.
- Supervises activities of seasonal fire management program personnel and causal support when assigned.
- Maintains an inventory and filing system ensuring departmental fixed assets and records are controlled and accounted for in accordance with policy.
- Provides administrative and financial control of all programs and activities consistent with government guidelines.
- Adheres to spending limit guidelines and procedures with respect to the use of credit cards and other procurement processes as set forth in policy.
- Attends community and stakeholder meetings on a regular basis to maintain good community and public relations to better engage clients.

### **2. Undertakes and Supports Operations within Territorial Protected Areas.**

- Working with departmental colleagues and Guardians, helps to develop annual patrol plans for Ts'udé Niliné Tuyeta and conducts patrols with other Officers.
- Works with departmental colleagues and Guardians to develop, coordinate, and implement monitoring programs.
- Supports compliance management activity within Ts'udé Niliné Tuyeta, which includes but is not limited to enforcement of regulations specific to Ts'udé Niliné Tuyeta, supporting field operations to monitor compliance, manage wildlife and protect the



environment, forest, and waters. This responsibility entails investigation of various occurrences within Ts'udé Nil̨né Tuyeta and others outside the area that may have an impact on Ts'udé Nil̨né Tuyeta.

- Attends and provides operational updates at management board meetings, community events, workshops, and other gatherings related to the territorial protected areas.
- Issues visitor access permits in accordance with approved managements or any relevant policies. With the Protected Areas Coordinator and Guardians, plan and participate in yearly employment and career fair events in the local communities to promote awareness of employment opportunities within the protected area for residents.
- Interacts with residents and visitors in a respectful and courteous manner.
- Assists with cutting and maintaining trails and campsites, installing, and maintaining signage, and transporting materials to work sites within the protected area based on approved annual work plans and budgets.
- Assists with the safe removal of abandoned waste in the protected areas.
- Safely operates and properly maintains powered equipment, such as chain saws and hand tools.

**3. Delivers departmental resource development programs and services at the regional level.**

- Provides clients with information on departmental renewable resource development program and services.
- Administers the fur price program including evaluating incoming fur, issuing payment to trappers, maintaining trapper files, handling (receiving/storing/shipping) fur in an appropriate manner, explaining and promoting the program to trappers and account for promissory notes issued.
- Assists with implementing approved resource development activities (e.g. scarification tree planting projects, commercial wildlife harvests, demonstration projects).
- Avoids duplication of services by coordinating implementation and administration through liaison with other key funding agencies.
- Provides advice and recommendations to the renewable Resource Officer III, Manager Wildlife and Environment and/or Regional Superintendent on ways to improve program design and criteria to meet client needs.

**4. Provides support to forest management activities, including the fire management program at the regional level.**

- Acts in a coordinating capacity in support of fire crews and other fire management initiatives.
- Communicates with fire crews via VHF radio or other effective means to advance fire reports and concerns to the Duty Officer and/or Incident Commander.
- Assists with the development of community protection preparedness by acting as a liaison between affected harvesters and groups and the Department.



- Participates in forest fire management programs including assisting in the provision of firefighting training programs.
- Provides support to forest research initiatives.
- Assists with the implementation of community forest fire protection initiatives.
- Assists with *Forest Management Act* responsibilities including issuance of timber cutting/transportation permits, site inspections of commercial operators and other enforcement activities.
- Participates in the collection of information for the values at risk system.

**5. Assists in the administration of renewable resource legislation at the regional level.**

- Enforces the *Wildlife Act*, *Forest Management Act*, *Environmental Protection Act*, *Protected Areas Act*, *Wild Animal and Plant Protection Act* and all other associated and relevant territorial and federal legislation and regulations.
- Assists in conducting investigations, inspections and monitoring of wildlife, forestry and environmental activities.
- Assists with the completion of all enforcement reports, court documents and forms and ensuring they are completed in a professional manner.
- Assists with the prosecution of persons charged with an offence, including providing testimony in court and other similar hearing.
- Provides problem wildlife control to ensure safety of the public within communities, parks and remote camps.
- Responds to contaminant and hazardous waste spills and oversees the cleanup process on Commissioner's Lands (e.g. rolled fuel truck on highway (including informing the spill line of progress, coordination of personnel, collection of evidence and enforcement of the *Environmental Protection Act* up to and including the issuance of Clean-up Orders).

**6. Promotes public communication and participation in renewable resource research and management in the region.**

- Provides community-based resource organizations and other stakeholders with relevant information on renewable resource issues.
- Assists with the organization and development of community-based resource organizations as required.
- Delivers public education courses in resource-based activities including trapping, forest management, fire suppression, etc.
- Advises the public of potential environmental risks such as fire or problem wildlife and providing mitigating recommendations.
- Provides information to the general public and tourists through a variety of means including media interviews and presentations.



**7. Assists with management of community-based research projects including systematic surveys, mark and recapture projects, data collection and report writing with minimal involvement by a lead researcher.**

- Consults with user groups including community-based resource organizations, aboriginal organizations, and individuals on management issues including allocation of resources and harvesting practices.
- Assists with the development of legislation amendment proposals including undertaking appropriate levels of consultation with affected groups.
- Conducts supporting activities of the above responsibility.

**WORKING CONDITIONS**

**Physical Demands**

The incumbent is required to stand or walk in outside situations including deep snow or bush conditions, collar animals, handle or relocate animals, collect carcasses, move heavy equipment such as snowmobiles, carry equipment, travel on snowmobiles or other ATVs. Physical demands are for varying periods of duration (wildlife operations) and occasionally periods of lengthy duration (e.g. fire suppression).

**Environmental Conditions**

The incumbent is exposed to hazardous substances including aviation fuels, other petroleum products, liquid nitrogen, lethal drugs, communicable diseases, risk of accident on ATV and highway patrol vehicles, boats, traveling small aircraft with exposure to loud noise, and inclement weather and disruptions caused by travel requirements. The job requires exposure to adverse environmental conditions for almost continuous periods of short duration (e.g. patrols), or frequent periods of lengthy duration (e.g. wildlife surveys, fire suppression).

**Sensory Demands**

Sensory attention is required while removing wildlife from communities, tracking wildlife, and concentrated focus during enforcement activities using sight and hearing, for frequent periods of short duration (e.g., aiming a firearm) or occasional periods of lengthy duration (e.g., enforcement activities).

**Mental Demands**

Mental demands include frequent meetings with harvesters and community organizations where strong opposing views on resource management, allocation and use can lead to exercises in conflict resolution. Appearance and giving testimony at court hearing adds extra stress and burden on the incumbent. Activities involving firefighting, problem wildlife and enforcement are stressful, and require caution and quick thinking. Always being on guard when on patrol, constantly alert, defensive mode, sense of caution, cause heightened



stress. Disruption of lifestyle caused by work schedule and lack of control of work pace caused by wildlife incidents.

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

- Knowledge of the traditional history and culture of the K'asho Got'ıne District and awareness of local communities.
- Knowledge of Ts'udé Nilıne Tuyeta Protected Area.
- Verbal and writing skills (English and applicable Indigenous language) are necessary to communicate departmental positions on resource management issues and regulatory matters to stakeholders (e.g. harvesters and community-based resource organizations) and to complete department forms (e.g. permits and promissory notes).
- Management skills to plan, organize and coordinate multiple and divergent activities with other organizations within the region.
- Human resource management and supervision skills are required to oversee casual staff.
- Knowledge of resource harvesting techniques in the region
- Knowledge of wildlife in the region including seasonal movements, habitats, reproduction cycle and community use of key species.
- Knowledge of resource management practices and resource development techniques.
- Knowledge of forest and fire management techniques.
- Knowledge of skills required to live on the land including navigational skills for inter-community and trap line travel.
- Knowledge of and ability to apply legislation, monitoring and enforcement techniques.
- Knowledge of computer software including word processing database and spreadsheet programs.
- 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 grade 10 education and at least five (5) years of experience in harvesting techniques and practices in the region, and Experience in applying legislation, monitoring and enforcement techniques.

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.



- Must hold or be able to attain (within 6 months of hire) a Firearms Possession and Acquisition License (PAL).
- A valid class 5 Driver's License is required.

**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:** Indigenous Language - Not Specified

- ☐ Required
- ☒ Preferred (Dene Kede)