



## IDENTIFICATION

<b>Department</b>	<b>Position Title</b>	
Environment and Climate Change	Wildlife Technician (Invasive Species)	
<b>Position Number</b>	<b>Community</b>	<b>Division/Region</b>
23-16468	Yellowknife	Wildlife and forest Management

## PURPOSE OF THE POSITION

The Wildlife Technician (Invasive Species) is primarily responsible for the coordination of actions required for the operational functionality of the Council on Invasive Species, Pests, and Pathogens (the Council). The establishment and ongoing operations of the Council is a commitment arising from the NWT Pests, Pathogens, and Invasive Species Symposium outcomes, the Government of the Northwest Territories (GNWT) Agriculture Strategy (*The Business of Food: A Food Production Plan 2017–2022*), and NWT Climate Change Strategic Framework and associated 2019–2023 Action Plan.

The incumbent also ensures the continuity of regional and territorial monitoring and management programs for invasive species by working under the guidance of staff from the Department of Environment and Climate Change (ECC), and collaborating with staff from other GNWT departments, environmental agencies, regulatory agencies, industry, renewable resource boards, and communities.

## SCOPE

Located in Yellowknife, the Wildlife Technician (Invasive Species) position reports to the Manager, Biodiversity Conservation.

The position works closely with the Wildlife Veterinarian, Wildlife Climate Change Adaptation Ecologist, Wildlife Biologist (Biodiversity), the Wildlife Biologist (Species at Risk), departmental staff, co-management boards, communities, and federal counterparts with responsibility for pests, pathogens, and invasive species program implementation.

The incumbent is responsible for planning and delivering field programs to reduce the threats from the establishment or spread of invasive species to help ensure the conservation of biological diversity in the NWT.



The incumbent also assists with the necessary logistical and supporting work required for the establishment and ongoing operations of the Council as a non-governmental organization.

This includes leading research and providing credible information on the threats of invasive species, pests, and pathogens to the Council and GNWT decision makers, the development and maintenance of Council communication materials (website, visual identity/logo), facilitating board of Directors' meetings, and the identification of resources or external sources of operational funding.

The Council develops recommendations for addressing pests, pathogens, and invasive species, and undertakes or supports the completion of concrete projects designed to prevent and mitigate the impact of pests, pathogens, and invasive species in the NWT. The Council will also act as a central pests, pathogens, and invasive species resource center for NWT residents. It is supported by GNWT strategies and action plans including the NWT Agriculture Strategy, the 2030 NWT Climate Change Strategic Framework, and initiatives under the Species at Risk (NWT) Act to reduce threat impacts to species at risk associated with pests, pathogens, and invasive species.

The incumbent must ensure there is close cooperation and communication between the departments of ECC and ITI, renewable resources boards established under land claim agreements, communities, and residents. This involves assisting with report drafting, editing, and reviewing meeting materials, briefing materials and decision papers.

The support provided by the incumbent will be necessary to the successful operations of the Council, and provide the foundation for the effective protection of wildlife in the NWT.

## **RESPONSIBILITIES**

### **1. Support the functions and operations on the NWT Council on Invasive Species, Pests, and Pathogens as a non-governmental organization (NGO)**

- Facilitate the steps necessary to ensure the Council maintains itself as an independent organization, arms-length from the GNWT and other individual decision-makers.
- Research, prepare and provide the Council with credible information and resources on invasive species, pests and pathogens in the NWT.
- Facilitate or lead the steps necessary for the Council to increase awareness and educate residents of the NWT about the destructive impacts of invasive species, pests and pathogens have on the environment, economy, and society.
- Provide the necessary guidance to help the Council engage and empower residents of the NWT to prevent, detect, and take action against invasive species, pests and pathogens.



- Act as the liaison between the Council and the responsible Management Authorities with the mandated authority for biodiversity, land and water in the NWT.
- Develop and maintain partnerships with other jurisdictions, agencies, industry and other groups to collaboratively develop and implement management programs to combat invasive species, pests and pathogens.
- Solicit when required, promote and maintain the ongoing participation of the board and regular members of the Council.
- Identify and facilitate the application for sources of ongoing core funding and/or project specific funding.

**2. Assist in the development and implementation of biodiversity conservation programs, particularly those related to pests, pathogens, and invasive species or species at risk.**

- Lead the Divisional support for the installation, maintenance and ongoing operations of watercraft washing stations at NWT border crossings to prevent the introduction of aquatic invasive species.
- Assist in the development of and/or identify best practices for adoption related to preventing the spread of disease in NWT habitats.
- Assist in the communication programs raising awareness of species at risk and their threats; in particular those related to pests, pathogens, and invasive species.
- Assist in the development of GNWT reports on species at risk and other species of community concern. Assist in the preparation of management plans for species at risk and other species of community concern.
- Participate in field work related to species at risk and wildlife management, species conservation or recovery, and monitoring and mitigation of impacts by pests, pathogens, and invasive species.

**3. Develop, supervise, and implement control and prevention activities, monitoring and inventory projects necessary to close information gaps related to invasive species, according to priorities set by the Council.**

- Prepare proposals, find funds, form partnerships to implement field-based invasive control and prevention activities.
- Implement monitoring and inventory projects necessary to close information gaps in invasive species and their threats.
- Lead or help organize field-based invasive control and prevention activities.
- Conduct reviews of programs in collaboration with other Divisions, Departments, and agencies outside GNWT as appropriate.
- Plan and implement additional or revised activities to ensure program efficiency.



**4. Assist with the administration of activities associated with the Council's responsibilities by providing information and recommendations for all participating agencies.**

- Make recommendations to the Council as well as ECC and other Departments, Indigenous governments and organizations, and all relevant Management Authorities on conservation measures related to pests, pathogens, and invasive species where required.
- Develop public communication and outreach products related to pests, pathogens, and invasive species.
- Manage the approved budget for the Council's activities, following standard government guidelines and contribution agreement activities.
- Review budget estimates, annual financial reports and plans, and maintain financial records for the Council's activities.
- Manage and provide administrative support to Council sub-committees as required

## **WORKING CONDITIONS**

### **Physical Demands**

No unusual demands in an office environment. Leading programs in the field involves demands such as hiking and driving long stretches, loading and unloading snowmobiles on airplanes, ATVs on trucks, and loading and unloading fuel drums and gear into aircraft (annually, 6-15 days).

### **Environmental Conditions**

Working outside can lead to exposure to extreme temperature, infection from zoonotic diseases (e.g. hantavirus), and the danger of physical injury from wildlife.

### **Sensory Demands**

Use of potentially dangerous field equipment. Bad decisions can endanger the health and safety of the incumbent, colleagues, and support staff (2-3 times annually, 2-5 days).

### **Mental Demands**

The incumbent will be required to work under tight deadlines and stressful situations to prepare for meetings and ensure follow up is done by appropriate Authorities.

The incumbent will be required to prepare and deliver public presentations. The incumbent may be away from home for travel to meetings or field work.

Quarterly there will be highly stressful situations as the incumbent will have to deal with high profile and sometimes emotional issues and meet tight deadlines.



## **KNOWLEDGE, SKILLS AND ABILITIES**

- Demonstrated ability to work cooperatively and diplomatically with multi-stakeholder groups or resource users.
- Knowledge of wildlife management and species at risk recovery theory and practice, in particular conservation biology and pests, pathogens, and invasive species management.
- Ability to communicate knowledge in an understandable manner through written and oral presentations to a wide variety of audiences, to clearly explain and discuss conservation issues.
- Ability to understand, appreciate and act upon cross-cultural differences, especially as they relate to the management of natural resources.
- Ability to communicate effectively and work cooperatively with various boards, organizations, and Management Authorities.
- Exceptional written and oral communication skills and attention to detail.
- Strong organizational skills and knowledge of office procedures.
- Strong computer processing skills (proficiency in Microsoft Word, Excel and PowerPoint).
- Ability to work with technical material.
- Strong interpersonal skills.
- 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 Bachelor's Degree in a field such as Biology, Zoology, Wildlife Management, or Environmental Studies, or equivalent education and experience, in addition to at least 2 (two) years direct related experience.

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