



IDENTIFICATION

Department	Position Title	
Environment and Climate Change	Conservation Areas Advisor	
Position Number	Community	Division/Region
23-199	Yellowknife	Conservation and Sustainable Livelihoods /HQ

PURPOSE OF THE POSITION

The Conservation Areas Advisor (Advisor) is responsible for coordination, implementation, and development of the Northwest Territories (NWT) conservation area initiatives within the Government of Northwest Territories (GNWT) and Departmental input and coordination for regional land use plans.

SCOPE

Located in Yellowknife and reporting to the Manager, Conservation Planning (Manager), the Conservation Areas Advisor works closely with the Manager and is required to work extensively and independently with colleagues including GNWT departments, Indigenous, environmental and industry organizations. Conservation areas initiatives have NWT or national implications and therefore require timely and effective analyses to enhance GNWT and partner decision-making and actions.

The Conservation and Sustainable Livelihoods Division bears the primary Government of the Northwest Territories (GNWT) roles and responsibilities related to the establishment of conservation areas and the Department of Environment and Climate Change (ECC) input into regional land use planning. The Division coordinates inter-governmental/inter-regional advancement of protected area initiatives.

The goals of the Conservation Areas Advisor are to protect culturally and ecologically significant areas in the NWT. Developing a system of conservation areas in the NWT is a key policy commitment of the GNWT. The Conservation Areas Advisor must apply skills and knowledge to ensure the Protected Areas 8-step process is carried out effectively. Steps in the process are:



- Identify areas to protect.
- Prepare a proposal to protect the area.
- Get regional support.
- Get sponsoring agency support.
- Apply for interim protection, if needed.
- Study and assess the ecological, cultural, and economic values of the candidate area.
- Recommend boundaries, designation, and management.
- Apply to sponsoring agency for permanent protection.
- Approve and set up the protected area.
- Manage, monitor, and review the protected area.

Working closely with staff from Environment Canada, GNWT departments, Indigenous governments and Indigenous organizations, as well as environmental and industry associations, the incumbent helps to implement the PAS and associated action plans, or other land management processes to establish conservation areas in the NWT.

The Conservation Areas Advisor manages specific project initiatives and may mentor regional staff from time to time.

RESPONSIBILITIES

Protected Areas Secretariat Functions

1. Works with the Senior Conservation Areas Advisor and Manager, Conservation Planning to undertake specific functions of the Protected Areas Secretariat

- Acts as the GNWT's lead contact on matters relating to conservation areas both within the GNWT and externally with the federal government, First Nations, industry, and environmental organizations.
- Ensures effective communication and education on all aspects of conservation areas, both within the GNWT and externally with the federal government, First Nations, industry, and environmental organizations, as well as the public. Facilitates a multi-stakeholder process to develop and implement comprehensive, effective communications plans that encompass a variety of target audiences. Advances the NWT conservation areas process by working with other government departments, Indigenous governments, industry, and environmental organizations.
- Enables community evaluation of its conservation area initiative. This requires the incumbent to interpret and present often complex technical information and multiple viewpoints, as well as to provide technical support.
- Enables effective resource assessments for each proposed conservation area. This requires the development and management of multiple contracts.



- Develops and manages budgets and work plans, including outside contracts, of specific conservation areas projects.
- Mentors partner personnel on conservation areas projects as required.

2. Ensures NWT communities are engaged effectively throughout the conservation areas process.

- Develops and maintains active partnerships to support conservation areas initiatives.
- Ensures effective public consultations on candidate protected area initiatives.
- Organizes and facilitates conservation areas workshops and meetings in communities, with industry, and for the general public.
- Manages the public notification process.
- Ensures that candidate conservation area working groups function effectively, including facilitating the development of five-year work plans to evaluate the economic, ecological and cultural values of a candidate protected area, coordinating communication between members, and working closely with the sponsoring agency to implement the work plan.

3. Coordinates the GNWT implementation of conservation areas initiatives.

- Identifies and works with others to define the requirements of each conservation areas project and the inter-relationship between conservation planning and other GNWT mandates, for instance with respect to conservation, mineral development, or forest management.
- Advises various GNWT staff and departments on matters relating to PAS implementation.
- Coordinates research undertakes project management and assesses funding needs in relation to GNWT candidate conservation areas.
- Evaluates protected area proposals to assess their potential and their relation to GNWT programs.
- Fosters and coordinates cooperative technical partnerships among GNWT departments responsible for the implementation of conservation areas initiatives development and related issues.
- Coordinates GNWT input and support into specific candidate conservation area proposals. This involves working closely with staff in ECC, ITI, and other departments.

WORKING CONDITIONS

Physical Demands

No unusual physical demands.



Environmental Conditions

Approximately 20% of the time is spent in remote field sites, with variable weather conditions, darkness in winter and bugs in summer.

Sensory Demands

A full range of senses is needed to be alert at all times during fieldwork to ensure the safety of self and others.

Mental Demands

This position may be involved in negotiations with other outside parties approximately 4 days per month for about 10 hours. Travel is required approximately once per month.

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of applicable federal or NWT legislation, policies, and strategies related to conservation areas and resource development in the NWT.
- Knowledge of resource management practices, regulatory processes, and conservation planning within the context of northern co-management regimes and land claims.
- Knowledge of conservation management within the appropriate GNWT and Federal regulatory framework.
- Experience with multi-stakeholder and public consultation processes.
- Knowledge of policy and program development in a government (preferably the GNWT) structure.
- Knowledge of current development projects and potential social and environmental impacts.
- Knowledge of conservation area initiatives across Canada.
- Experience with computer software including word processing, presentation software (PowerPoint) database and spreadsheet programs. Optional experience with geographic information systems and website software.
- Management skills to plan, organize, integrate, and coordinate activities within the GNWT and with federal counterparts.
- Project management skills to plan, coordinate, monitor and complete multiple complex projects on time and within budget, independently or in teams.
- Analytical skills to evaluate and report on results.
- Problem solving abilities to identify differing priorities, philosophies and skill levels amongst partner agencies and help to develop viable solutions so that objectives can be met.
- Critical thinking skills to advise Manager, Conservation Planning and GNWT staff in other divisions and departments to ensure overall GNWT coordination of



conservation areas initiatives.

- Ability to work under pressure, often in emotionally charged environments.
- Oral and written communication skills to communicate effectively with a variety of audiences, including government departments, Indigenous organizations, communities, environmental and industry organizations.
- Experience working with Indigenous organizations.
- Ability to write government correspondence, briefings, and decision instruments.
- Ability to write public articles or presentations for a variety of audiences.
- 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:

Completing a bachelor's degree in geography, natural resources management, or parks planning, and a minimum of two (2) years of progressive experience related to parks, conservation areas or land management.

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