



## IDENTIFICATION

Department	Position Title	
Environment and Climate Change	Regional Superintendent, Sahtu Region	
Position Number	Community	Division/Region
23-2525	Norman Wells	Sahtu Region

## PURPOSE OF THE POSITION

The Regional Superintendent, Sahtu Region, is accountable for developing strategies and plans for integrated delivery of all department programs and services within the combined functional areas comprised of wildlife management, conservation, climate change, forest management, wildfire management, protected area management, environmental protection, environmental assessment, water resource management and management and administration of public lands at the regional and community level in a manner that is consistent with legislation, the departmental vision, and mission, meeting the unique needs of the Sahtu Region.

This position is responsible for providing supportive leadership, guidance, direction and decision-making for the region in the execution of the departmental mandate for land, water, environment, wildlife and forest management including all associated administration functions and fiscal responsibilities. This position is actively involved in, and part of the decision-making processes associated policy and operational procedures for the region and the NWT as a whole.

## SCOPE

The Regional Superintendent, Sahtu Region, is located in Norman Wells, and reports to the Assistant Deputy Minister, Regional Operations, Department of Environment and Climate Change.

The position leads establishing and maintaining strategic linkages, communication, consultation and information channels within the department as well as with other government agencies, levels of government, and departmental clients.

The Regional Superintendent provides strategic direction and leadership for managing regional operations and advises Assistant Deputy Ministers, Deputy Minister, and Minister on regional issues. The Regional Superintendent plays a critical role in supporting and advising the Assistant Deputy Ministers in providing information for presentations, submissions and briefings to the Deputy Minister, Minister, Cabinet, Management Boards and Caucus on regional issues.



The position provides an equitable distribution of departmental resources across the region while maximizing community and regional participation and control. This position is a member of the department's senior management team, is accountable for collaborating with other Superintendents, managers, co-management partners, Indigenous governments and Indigenous organizations, land claim organizations, municipal governments and GNWT departments to monitor and evaluate the success with which programs and services contribute to achieving the Department's vision. The position plays a role in ensuring public safety related to emergencies as part of incident management and communications related to floods, wildfire, spills and wildlife interactions.

This position provides effective leadership, direction, decision-making, and oversight to the Sahtu Regional Operations team in the execution of departmental wildlife management, conservation, climate change, forest management, wildfire management, protected area management, environmental protection, environmental assessment, water resource management and management and administration of public lands.

The Mandate of the Department of Environment and Climate Change is to manage land, water, air, wildlife, and forests and lead and coordinate the Government of the Northwest Territories in understanding and adapting to a changing climate. The Regional Superintendent will lead regional activities for the strategic implementation of the Climate Change Strategic Framework, Sustainable Livelihoods programs, regional activities for the strategic implementation of the NWT Water Stewardship Strategy and the overall administration of various other Departmental initiatives, including land administration, wildlife management and forest management.

Land administration is considered core public good and must be effectively and efficiently managed. The importance of land as a core public good is articulated through the Land Use and Sustainability Framework and Northern Lands - Northern Leadership. Land provides for ecological, spiritual, cultural, recreational, and economic goods and services and well as being a predominant and key driver of the NWT GDP.

The Sahtu Region is a settled land claim area comprised of five communities. The Regional Superintendent is required to balance program delivery across a region containing significant natural resources development where interests must be balanced with the interests of smaller communities that are often more traditional-economy based. The development of community capacity and responsibility and providing support for community-based integrated resource management and resource use decisions is critical to success in balancing competing interests.

The Regional Superintendent is responsible for developing regional strategies and plans; delivering programs; participating in resource allocation; providing expert advice and support to communities; participation in monitoring and evaluating program delivery at the community and regional level; and acting as the Department's regional representative at the territorial and national level. The incumbent must promote and advance the strategic direction of the Department by ensuring a clear and consistent application of departmental policies and operational guidelines at



the regional level.

### **LEGISLATIVE AUTHORITY**

The Superintendent has the delivery responsibility under the following Acts and all associated regulations administered by the Department.

- *Area Development Act*
- *Commissioner's Land Act*
- *Territorial Lands Act*
- *Public Land Act (when brought into force)*
- *Protected Areas Act*
- *Water Resources Agreements Act*
- *Waters Act*
- *Environmental Protection Act*
- *Environmental Rights Act*
- *Pesticide Act*
- *Waste Reduction and Recovery Act*
- *Forest Act (when brought into force)*
- *Forest Management Act*
- *Forest Protection Act*
- *Species at Risk Act*
- *Wildlife Act*

In addition to territorial legislation administered by the department the Regional Superintendent is bound or restricted by a plethora of federal, territorial, and municipal legislation, governing instruments and policies that direct the manner in which departmental programs are delivered including federal acts and their associated regulations.

Additional related legislation includes:

- *Mackenzie Valley Resource Management Act*
- *Fisheries Act*
- *Migratory Birds Convention Act*
- *Wild Animal and Plant Protection and Regulation of International and Interprovincial Trade Act*
- *Convention on International Trade in Endangered species of Wild Fauna and Flora.*

The Regional Superintendent, Sahtu requires an in-depth understanding of the distinctly northern environment within which the GNWT's land, water, wildlife, forest and resource management administrative and legal obligations are carried out and possess the ability to provide strategic direction and leadership that is reflective of departmental goals, objectives and priorities.

Understanding the provisions of the Sahtu Dene and Metis Comprehensive Land Claim Agreement, Sahtu Land Use Plan and the policies of the various Indigenous Governments, along with their associated agencies, boards, and councils is key. The NWT land management system features a



unique land ownership structure that includes public lands, Indigenous owned settlement lands, federal lands, and private lands; a complex regulatory regime governing the use of land, water, and resources; Lands, Resources, and Self-government Negotiations and Agreements; Aboriginal Rights and Consultation requirements.

The department has shared responsibilities with the Department of Industry, Tourism and Investment which has responsibility for fostering business, trade, and natural resource development. The GNWT recognizes that environmental conservation is essential to long term economic prosperity while at the same time economic development can contribute significantly to the achievement of regional conservation goals. To achieve these goals the application of the concept of sustainable development to all Departmental decisions and actions related to natural resources is fundamental. The Regional Superintendent must collaborate and build partnerships with a wide variety of stakeholders on matters relating to renewable resource development including Indigenous governments and Indigenous organizations and the federal government on matters relating to access to resources.

The regional arms of the department have a responsibility for public safety where there is a threat to human life. In some instances, like floods and fires, this responsibility is shared with the Department of Municipal and Community Affairs as a partner in Emergency Management Operations. The Regional Superintendent is a key member of the Regional Emergency Management Organization.

Finance and administration staff located in the Sahtu Region report to the Regional Superintendent with a dotted line report to the Director Finance and Capital Planning. The Regional Superintendent must develop collaborative working relationships with all senior managers within the department.

### **DIMENSIONS**

- Reporting Positions (direct, and indirect functional relationship) 24 FTE
- Compensation & Benefits (\$) 3,298,000
- Operations & Maintenance (\$) 1,058,000
- Grants & Contributions (\$) 311,000
- Capital (\$) 50,000 to \$1 million (this fluctuates per annum)

### **RESPONSIBILITIES**

1. Upholds and consistently practices personal diversity, inclusion, and cultural awareness, as well as safety and sensitivity approaches in the workplace. Practice and ensure that any subordinate management and supervisory roles also prioritize staff mentorship and on-the-job training, including staff development in annual general objectives.
2. Responsible for increasing delivery efficiency and reducing costs.
3. The Regional Superintendent is responsible for seeking partnerships with communities,



Indigenous governments and Indigenous organizations, non-government organizations and the private sector to improve program delivery within a co-management context.

4. Direct, oversee and fosterer the continued development of an integrated team in the day-to-day activities of regional operations to ensure effective and responsive delivery of services to communities throughout the region using the most efficient allocation of resources.
5. Oversees the development, management, and control of regional budgets within authorized levels; monitors and evaluates programs/services. Ensures accountability for the region's capital planning activities, financial management and fiscal administration.
6. Oversees the enforcement of legislation related to land, water, wildlife, forestry and the environment and provides guidance to regional staff, departmental management and the private sector on methods of conducting field inspections to ensure compliance.
7. Ensures responsible land management and water stewardship in the Sahtu Region, consistent with relevant land and water acts, agreements, frameworks, strategies and policies.
8. Responsible for effective management and administration, compliance and enforcement of Commissioner's Land, Territorial Land and public land including leases, rights-of-way, licenses, permits and other dispositions.
9. Directs and manages the quarry permit process and acts as the final signing authority on quarry permits.
10. Responsible for environmental protection in the region through comprehensive environmental protection programs including spill response, waste management, air quality monitoring and management and environmental assessment in a complex land management regime that is highly regulated.
11. Oversees the identification, inventory and assessment of waste sites on NWT public land as well as the development of clean-up plans and related projects.
12. Responsible for delivery of regional wildlife management and forest management program activities and helps guide overall regional direction for wildlife and forest management research, management, compliance and public safety through close collaboration with headquarters divisions, renewable resources boards and other co-management partners for the sustainable use, development and stewardship of wildlife and forest resources.
13. Oversees and is responsible for maintaining public safety when wildlife-human interactions occur or there are threats of such interactions.
14. Oversees regional wildfire operations by ensuring prevention, mitigation, preparedness,



response and recovery activities are carried out to ensure public safety, protection of communities, infrastructure, property, and other values at risk including wildlife habitat, cultural sites, and landscape ecosystems.

- 15.** Accountable for maintaining and protecting the condition, quality, and diversity of wildlife in the region through comprehensive inventory, monitoring and implementation of a compliance model that includes education, prevention, and enforcement.
- 16.** Promotes and supports the use of scientific research, traditional knowledge, and public education to develop a better understanding of ecosystem dynamics, integrated resource management and sustainable development in the region.
- 17.** Represents the department and Sahtu Region as a member of various screening and management committees and with Indigenous governments, community representatives, other levels of government, industry, and Institutions of Public Government established pursuant to settled Lands, Resources and Self-government Agreements.
- 18.** Promotes and supports the use of renewable resources to enhance community self-sufficiency and contribute to local and traditional economies while maintaining biological diversity and environmental integrity.
- 19.** Leads or participates in the negotiations of agreements and provides senior level liaison with other parties such as municipalities, provincial, federal government departments, agencies, Indigenous governments, and Indigenous organizations.
- 20.** Advances GNWT's decentralization objectives by ensuring that human resource management strategies and approaches promote regional capacity development and the provision of appropriate standards and levels of service.
- 21.** Directs and manages regional operations to ensure quality, performance, development and occupational health and safety of all regional staff working in an office and field environment.
- 22.** Directs and manages the allocation of human, physical and financial resources in accordance with approved strategic and business plans and in the most cost-effective and efficient manner meeting the GNWT's fiscal management objectives.
- 23.** Provides advice and recommendations on the development and implementation of departmental legislation, regulations, strategies, policies, and guidelines as well as policies of other departments, and organizations to determine their adequacy or applicability to regional operations.





## **WORKING CONDITIONS**

### **Physical Demands**

No unusual physical demands.

### **Environmental Conditions**

No unusual environmental conditions.

### **Sensory Demands**

No unusual demands

### **Mental Demands**

This position encounters shifting priorities and tight deadlines. Frequent routine travel is required, by land, air and water. In emergency situations the incumbent may be required to fly in small airplanes and helicopters in a variety of weather conditions.

The incumbent occasionally encounters dissatisfied clients and stakeholders who may express conflicting perspectives with respect to legislation or policy.

The incumbent will occasionally be involved in overseeing large emergencies such as major wildfire near communities.

## **KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge of, or ability to acquire knowledge of: territorial, provincial, federal and international resource management legislation and policies relevant to the management of wildlife, wildfire, forests, land, water and the environment including the previously listed Acts as well as numerous key policies such as; Forest Fire Management Policy, Sustainable Development Policy, Land Pricing Policy; Land Lease Only Policy; Municipal Lands Policy; Sustainable Development Policy; Recreational Leasing Policy; Land Use and Sustainability Framework; Lands, Resources, and Self-Government Agreements; and Devolution Regulations, agreements, frameworks, strategies, and guidelines.
- Knowledge of the environmental review process, cumulative environmental effects assessment, conservation planning and sustainable development concepts.
- Knowledge of human resource management techniques such as performance evaluation, succession planning, staffing process, team and individual motivation and progressive discipline techniques.
- Knowledge of Occupational Health and Safety practices, associated workplace safety programs and related policies.
- Ability to acquire knowledge of GNWT financial management practices and policies to develop and manage the regional business plan and budget, this includes budget forecasting and variance analysis.
- Knowledge of industrial and municipal practices including, land use planning,



development, transportation, economics, these factors may affect the environment, mineral exploration, water use and waste disposal, including operational constraints imposed by statute, regulation, geography, topography, climate, and season.

- Knowledge of law enforcement practices, departmental enforcement policies, judicial process, to direct enforcement operations, guide case resolution including prosecution for violations of legislation and other appropriate remedies to resolve non-compliance matters.
- Ability to acquire knowledge of key partners and stakeholders including industry, NGOs, Indigenous governments, municipal governments, and federal departments, their interests and key contacts among them.
- Knowledge of the principle of Canada's Constitutional section 35 consultation obligations to Indigenous peoples in order to investigate and rule on the validity of allegations of infringement of Indigenous rights.
- Knowledge of the settled land claims and associated implementation process and legal obligations under those agreements within the Region.
- Ability to acquire knowledge of the history, culture, political and economic aspirations of Indigenous people and other Northerners and of land and water rights and land use.
- Knowledge of Emergency Response methods, techniques, and practices to allow for the development and implementation of the various incident management, emergency response and business continuity plans.
- Knowledge of effective oral and written communications techniques.
- Knowledge and broad understanding of theories, principles and practices of good governance, public sector management, research and analysis, policy development, and administration.
- Knowledge of effective oral and written communication techniques.
- Ability to manage, coordinate, and plan long term strategies that meet GNWT priorities, departmental mandate and objectives to support the regional goals related to land and resource management.
- Ability to manage time, priorities, and stress, and work in a highly politicized environment.
- Ability to pace work to manage time effectively in order to achieve operational objectives.
- Ability to work in a cross-cultural environment.
- Ability to prioritize work and to achieve operational and strategic objectives.
- Ability to plan, lead and manage complex inspections and investigations.
- Ability to negotiate complex agreements within defined operational mandates.
- Ability to interpret Acts and Regulations and apply them to various situations.
- Ability to resolve complex issues that relate to differences in interpretation related to legal obligations of the department to act, despite the wishes of various outside interest groups that may be in conflict with the department's legal obligations.
- Ability to lead and promote a positive work environment that motivates, provides for training and development and guides a team of professionals undertaking a wide range of complex tasks.





- 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:**

These knowledge, skills and abilities are typically obtained by completion of a post-secondary Diploma in Natural Resources, Land Management or Environmental Management (Environment and Natural Resources Technology Program), with a minimum of 7 years' experience, including three years in a management capacity, overseeing human and financial resources.

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