



IDENTIFICATION

Department	Position Title	
Environment and Climate Change	Director, Wildlife Management	
Position Number	Community	Division/Region
23-0402	Yellowknife	HQ

PURPOSE OF THE POSITION

The Director, Wildlife (Director) is responsible for providing overall leadership and strategic advice on all legislation, regulations, policies, programs and services in relation to wildlife management within the context of Government of the Northwest Territories (GNWT) legislation, regulation and policies and the political, social and economic context of the NWT to promote and support the sustainable use and development of natural resources and to protect, conserve and enhance the NWT environment for the social and economic benefit of all NWT residents.

SCOPE

The Director is located in Yellowknife and reports to the Assistant Deputy Minister (ADM), Wildlife and Forest Management. Effective management of policies and programs for the NWT's wildlife resources and species at risk. This includes ecology of northern wildlife species, conservation and management of biodiversity, wildlife and wildlife habitat, research needs and approaches, impacts and mitigation of impacts on wildlife and habitat from land use activities, impacts of climate change on wildlife and habitat, species at risk assessment and recovery, wildlife health, establishment of wildlife conservations areas, and environmental research and monitoring.

The Department of Environment and Climate Change (ECC) is mandated to promote and support the sustainable use and development of natural resources and to protect, conserve and enhance the NWT environment for the social and economic benefit of all NWT residents. Natural resources include both renewable and non-renewable resources.

To achieve this mandate, ECC promotes sustainable development of renewable resources in a diverse environment, and the sustainable use and conscientious protection of NWT land, air, water, wildlife, forests and natural resources, as they are integral to the economic, cultural and social fabric of life in the NWT. ECC is committed to ensuring an inheritance of a healthy



environment for future generations and works to balance traditional lifestyles with a modern economy.

The Department promotes management that recognizes the interconnectedness of activities. Collaboration, coordination, cooperation and communication are expected to occur at all levels in the organization. The Department is committed to working in partnership with other GNWT departments to achieve government-wide objectives.

The position works within a legislative and policy framework and carries out duties in accordance with NWT legislation such as the *NWT Wildlife Act and Regulations*, the *Species at Risk (NWT) Act* and the *Natural Resources Conservation Trust Fund Act*, NWT policies such as the Sustainable Development Policy, Traditional Knowledge Policy and Northwest Territories Agriculture Strategy, Federal legislation such as the *Species at Risk Act* and the *Mackenzie Valley Resource Management Act*, Land Claims Agreements, Inter-jurisdictional Management Agreements and international agreements such as the Convention on International Trade in Endangered Species (CITES), International Agreement on the Conservation of Polar Bears and Their Habitat, Agreement on International Humane Trapping Standards, and the Convention on Biological Diversity.

The Director is accountable for policy analysis and development, including the provision of expert financial, socio-economic and environmental impact analysis of existing or proposed wildlife management initiatives areas in the NWT. The position leads research, development and evaluation efforts with respect to policy related to wildlife management, including the transformative changes to legislation and regulation.

The Director is accountable to lead the transformative changes to the strategic and operational policy and regulatory environment that will facilitate stewardship and management of wildlife populations and wildlife habitat. The work of the Director will have a long-term, positive impact on the diversity of wildlife species in the NWT and the integrity of habitats upon which wildlife depend.

The position has an important role to play in the provision of expertise and knowledge in support of the Department's mandate and provides input into land claim negotiations, land use planning and land access related matters to ensure that the wildlife management perspective is considered in the policy development and decision-making process.

The responsibility for managing wildlife resources is shared with wildlife co-management boards, Indigenous governments and the federal government. This position must develop co-operative working relations with many partners to achieve wildlife management and biodiversity conservation objectives.



This position works with other Divisions and Regions, wildlife co-management partners, industry, non-governmental organizations, academia, and federal agencies on the conservation of wildlife resources, assessment, mitigation and monitoring of impacts of land use activities and management of species at risk. This position requires innovative and strategic approaches to resolve complex issues that involve multiple agencies and interests.

The incumbent directs a broad-based consultation and collaboration process designed to facilitate Indigenous communities, non-government organizations, the GNWT and the Federal Government working together at all stages of the conservation development and implementation process, with a focus on growing Indigenous participation in the development and management of conservation areas. The position works with Indigenous governments and organizations to build capacity to manage conservation areas and develop strategies to attract partners and funding for conservation areas.

The Director is frequently called on to represent the interests and position of the GNWT and the Department in federal/provincial/territorial fora among other levels of government, Indigenous governments, special interest groups and industry representatives on matters related to conservation.

Partnerships are fundamental to the initiatives under this Division and the position must nurture interagency and multi-party collaborative relationships routinely. The incumbent works closely with GNWT Departments, Federal Government Departments, Indigenous Governments, regional and national organizations, academia and non-government organizations. The Director must consider broad GNWT interests in relation to conservation planning and establishment and sustainable livelihoods and integrate these into strategic initiatives of the Division.

The Director works with Regional Superintendents to establish annual work plans for regional wildlife research and management staff. The incumbent will work closely with regional staff to provide advice and direction on wildlife issues.

The Director's leadership and management responsibilities demand a progressive and creative leadership approach, including the clear articulation and reiteration of the Department's plans, priorities and projected results and what is expected of managers and staff in achieving those results.

The Director is expected to manage the resources of the Division with economy, probity, and prudence, consistent with departmental and government objectives; and provides exemplary leadership in demonstrating the corporate values and ethics of the GNWT. The Director participates as a member of the Department's Senior Management Committee, leads and contributes to decision making and to the identification, review and formulation of plans,



strategies, policies, frameworks, objectives, standards and processes governing the programs falling within the Department's mandate.

DIMENSIONS

- Reporting Positions (6 direct, and 69 indirect – Total 75)
- Compensation & Benefits \$11.2 M
- Operations & Maintenance \$ 5.2 M
- Grants & Contributions \$ 600 K

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. Represents the GNWT and the Department at the most senior levels across government, with Indigenous governments and community representatives, other levels of government, industry CEOs and cooperative boards.
3. Provides strategic advice to the Minister, the Deputy Minister and the Assistant Deputy Minister and briefs the Minister, Cabinet committees, and Executive on issues related to areas of the Director's responsibilities.
4. Directs the development, delivery, evaluation and continuous improvement of transformative legislation, regulation, policies, programs and services in the areas of the Director's responsibilities to ensure responsive management of resources and maintenance of environmental quality which are consistent with government objectives.
5. Provides expert advice on the GNWT's procedural and decision-making responsibilities in relation to areas of the Directors responsibilities.
6. Oversees consultations on areas within the Directors responsibilities with other levels of government and directs the analyses and reconciliation of the views and concerns of those consulted with GNWT policy on areas.
7. Represents the GNWT at the territorial, inter-jurisdictional, national and international levels.
8. Collaborates and maintain strong partnerships and intergovernmental relationships with Indigenous, federal, provincial, territorial, and municipal governments, co-management boards, and community leadership on matters of common interest with respect to areas of



wildlife and wildlife habitat research, wildlife health, renewable resource harvesting, and wildlife management. This collaboration includes taking into account accumulated historical information and Traditional Knowledge

9. Provides executive support and expertise in the overall management of the department through involvement in the development of business plans, main estimates, transition planning and program and service development and delivery.
10. Develops recovery strategies for species listed nationally or territorially as endangered or threatened and management plans for species listed nationally or territorially as special concern.
11. Consults with and supports the activities of wildlife management boards established by land claim settlements on Division activities and programs.
12. Promotes the exchange of local and scientific knowledge and the integration of traditional knowledge and science in wildlife research and management programs.
13. Provides strategic direction and support to facilitate development of commercial opportunities in the agriculture, fisheries and wildlife harvesting sectors.
14. Recommends, establishes, reviews and approves wildlife research and management studies to determine the status of wildlife populations, to understand the impacts of human activities, including resource development, on wildlife and wildlife habitat, to determine baseline conditions or environmental variation, and to identify important wildlife habitats.
15. Responsible for providing science-based evaluations of the potential impacts and cumulative effects of developments on wildlife and wildlife habitat. This includes recommendations for the mitigation of potential impacts and for monitoring to validate impact predictions.
16. Identifies and pursues opportunities to leverage existing funding and secure third party/external support for Divisional initiatives.
17. Oversees the development and implementation of a multi-media communications strategy and its dissemination across the geographically dispersed stakeholder community.
18. Plans and directs the work of the Division to ensure that approved objectives and budgets are met in an effective manner consistent with the operational policies and procedures of the Department and GNWT.
19. Participates constructively in the senior management team of the Department and for contributes to the senior leadership of the Department.



WORKING CONDITIONS

Physical Demands

No unusual demands.

Environmental Conditions

No unusual conditions.

Sensory Demands

No unusual demands.

Mental Demands

This position encounters shifting priorities and legislated deadlines, working with confidential and politically sensitive information. The incumbent is required to participate in meetings on contentious issues.

Travel is required approximately 10 to 12 days per quarter: approximately 7 to 8 days at a time to southern locations, and 3 to 4 days at a time within the NWT.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of renewable and non-renewable resources theory, including specific application to NWT situations.
- Knowledge of public policy theory and principles, development, analysis, and evaluation and their application to renewable and non-renewable resources.
- Knowledge of management theory, principles and practice required to: provide supervision, motivate, guide and communicate with subordinates, consultants, research teams and contractors.
- Knowledge of legislation and policies relevant to renewable resource and resource management development in the NWT including: the *NWT Wildlife Act*, the *Species at Risk (NWT) Act*, land claim agreements, the *Mackenzie Valley Resource Management Act*, Sustainable Development Policy, *Species at Risk Act* and the Protected Areas Strategy.
- Knowledge of the land claims and negotiations for settlement of land claims within the NWT, of the environmental review process, cumulative environmental effects assessment, protected areas strategy and sustainable development concepts required to provide advice to organizations within the resource management community relevant to development within areas of settled and non-settled claims.
- Knowledge of computer software including word processing, database and Internet applications.
- Analytical skills are required to integrate this knowledge and provide appropriate scientific and technical advice to the Directorate and to external clients.



- Written communication skills required to draft reports, analyses, position papers and presentations and to convey information and recommendations. Must be able to communicate with professionals and lay people in a manner that is politically sensitive.
- Verbal communication skills required to obtain and exchange information, solve problems and present information in public fora and closed meetings.
- Analytical skills required to conceptualize, implement and carry out or co-ordinate a project from beginning to end.
- Organizational and time management skills required to effectively deal with the breadth and scope of the position and, at times, prioritize assignments which may have conflicting priorities and deadlines.
- Supervisory skills to oversee technical contracts and supervise subordinates, research teams, contractors and casual staff.
- Interpersonal skills such as tact and diplomacy required to: liaise with individuals in other departments, other governments, Aboriginal groups, research organizations, community groups and special interest groups for the purpose of information obtaining and exchanging information.
- Conflict resolution skills to resolve complex issues where there are competing interests or views.
- Strategic planning skills to implement long term visions for management of wildlife and human resources to achieve objectives
- Ability to understand legislation as it pertains to renewable resource management in the NWT.
- Ability to work effectively in cross-cultural teams.
- Ability to work effectively within a larger senior management team.
- Ability to interpret and convey information to the Minister, the Directorate, colleagues within other GNWT departments and to external clients.
- Ability to provide appropriate scientific and technical advice to the Directorate, to external clients and Divisional staff.
- Ability to supervise, motivate, guide and communicate with subordinates consultants, research teams and contractors.
- Ability to effectively manage a diverse team of professionals.
- Ability to work effectively with the public media.
- Ability to work with minimal direction.
- Ability to work to regular, critical deadlines.
- Ability to handle highly confidential material in a discreet and professional manner.
- Ability to manage large budgets and raise partnership funding.
- 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:

Completion of a graduate degree in environmental or resource management or related field, with at least ten (10) years of directly related experience in renewable resource management in the public sector. Experience to include at least five (5) years in a managerial position with responsibilities for strategy, policy or program development, and managing a large budget and staff.

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