



IDENTIFICATION

Department	Position Title	
Environment and Climate Change	Manager, Wildlife Research and Management	
Position Number	Community	Division/Region
23-5519	Yellowknife	Wildlife and Forest Management

PURPOSE OF THE POSITION

The Manager, Wildlife Research and Management is responsible for establishing overall direction for the Departmental wildlife and wildlife habitat research and monitoring programs. The incumbent is responsible for ensuring that these programs address Departmental issues and priorities, are responsive to the needs of management authorities, are scientifically credible, use traditional knowledge and are effective and efficient. The incumbent is required to demonstrate accomplished management and decision-making skills in leading and directing a team of professional staff and working collaboratively with a broad range of governments, Indigenous organizations, management authorities, boards, communities and interested parties.

SCOPE

The Manager, Wildlife Research and Management is located in Yellowknife and reports to the Director, Wildlife Division.

The incumbent works with Department staff, other Government departments, Federal and Indigenous governments, wildlife management boards, communities, and regulatory authorities to identify information required for the effective management of wildlife and wildlife habitat in the NWT. The incumbent then consults with Senior Departmental staff including Directors and Regional Superintendents to set departmental priorities for wildlife and wildlife habitat research, monitoring and management programs.

The incumbent is then responsible for developing and implementing strategies and plans that address Departmental priorities. Strategies and plans are prepared in consultation with other Government Departments, Federal and Indigenous governments, wildlife management boards, communities, regulatory authorities, industry and affected individuals.



In some land claim settlement areas, strategies and plans need to be approved by the wildlife management board established for the area.

Strategies and plans are implemented in collaboration with planning partners. The incumbent identifies projects needed to collect, analyze, publish and communicate information identified in the strategies and plans. The scope of information covered by the research and management program includes information necessary for setting harvest levels and limitations, environmental assessments, cumulative effects assessments, managing wildlife habitat, protected areas identification, wildlife health monitoring, environmental monitoring, and recovery and management of species at risk.

The incumbent is responsible for ensuring wildlife research, monitoring and management projects conducted by Department staff or funded by the Department address Departmental priorities, are technically sound, incorporate traditional knowledge, effectively implement management strategies and plans and effectively support resource management and land use decisions. Decisions on study funding, study design, and resource allocation are made regularly. To do this, the incumbent directly supervises headquarters biologists and works collaboratively with regional biologists and their staff.

The incumbent manages a total budget of between \$3.0 and \$3.5 million, with an additional up to \$2.0 million third party funds.

The position provides direction, supervision and leadership to 14 indirect regional reports and six permanent staff: the Wildlife Biologist (Ungulates), Biologist (Ungulate studies), Carnivore/Furbearer Biologist, Wildlife Biologist (Bison & Moose), Wildlife Biologist (Cumulative Effects) and the Wildlife Biologist (Biodiversity).

The incumbent works closely with regional and headquarters staff, industry, land claim organizations, co-management boards, academia and federal agencies to develop partnership approaches for the funding and delivery of wildlife research and management programs. The incumbent represents the Department in national and international programs supporting wildlife research or monitoring in the NWT.

RESPONSIBILITIES

1. Establishes overall direction for the wildlife research and management program in the Department.

- Working with partners to prepare wildlife management strategies and plans.
- Working with regional and headquarters staff, co-management boards and Indigenous governments to identify information gaps and decisions requiring research or management studies.
- Making recommendations on approaches to addressing conservation problems and closing information gaps.



- Providing guidance on regional wildlife programs to regional managers and biologists.
 - Discussing options for addressing conservation issues with Directors and Regional Superintendents.
 - Requesting proposals for research and management projects necessary to close information gaps.
 - Reviewing research and management proposals from regional and headquarters staff, regional co-management boards and academic researchers to set priorities and provide recommendations to senior management.
 - Providing recommendations on the initiation, expansion or termination of studies.
 - Participating in local, regional, territorial, national and international programs, conferences and meetings as required to present Divisional/Departmental wildlife strategies and research interests and results.
- 2. Develops partnerships interdepartmentally and with other agencies, universities, industry, co-management boards and others to deliver wildlife research and management programs.**
- Working collaboratively with Forest Management Division on wildlife habitat activities.
 - Working collaboratively with regional wildlife management staff to develop and implement regional wildlife programs.
 - Participating on committees, steering committees with federal agencies and international organizations.
 - Participating on university research committees and advising universities on research needs.
 - Working with or representing the Department on co-management boards.
 - Maintaining contacts with environmental staff in industry.
 - Making presentations to potential research partners on Departmental research and management priorities.
 - Designing innovative approaches to meet study needs.
 - Raising partnership funds for wildlife activities.
- 3. Ensures that conservation, management and resource development policies, advice and recommendations have a sound scientific basis.**
- Deciding on standardized methodologies for wildlife research and management studies;
 - Regularly review and update research methodologies.
 - Participating in the Departmental Business Planning process.
 - Arranging peer review of scientific content of proposals, results and reports as necessary.
 - Establishing standard animal handling protocols through the NWT Animal Care Committee.
 - Preparing briefing notes, recommendations and presentations.



- Ensuring management recommendations are consistent with departmental policies.
- 4. Provides ecological advice to senior and regional departmental managers, outside agencies and communities on wildlife research and management issues.**
- Supporting wildlife management planning processes.
 - Supporting recovery teams for endangered species and habitat conservation.
 - Participating in, and providing advice to, environmental assessment processes, including screenings, assessments, and public reviews.
 - Participating in, and providing advice to cumulative effects assessment processes and cumulative impact monitoring programs.
 - Evaluating and interpreting the results of studies by other agencies and determining the applicability of their information, techniques and practices.
 - Making recommendations on management strategies for wildlife populations and wildlife habitat.
 - Meeting with co-management boards and Indigenous organizations and governments on technical issues and briefings.
 - Meeting or corresponding with media, industry, other governments, academics, consultants and private individuals to discuss issues and proposed studies.
 - Meeting with communities and local organizations to discuss issues of interest.
 - Preparing correspondence for the public.
- 5. Administers the activities associated with the wildlife research and management program.**
- Identifying safety and professional development training for staff.
 - Interviewing and selecting candidates for employment in relation to the program such as permanent or term biologists, technicians, and casuals.
 - Establishing appropriate and measurable goals and objectives for staff.
 - Evaluating work performance and appraising staff.
 - Preparing and documenting annual estimates and forecasts for. study funds, equipment, facilities and staff.
 - Controlling annual expenditures in amounts ranging up to \$4,000,000.
 - Allocating resources, equipment and facilities to projects within the studies.
 - Managing contracts.
 - Reviewing interim reports to determine work progress.
 - Conducting reviews of co-operative activities with other wildlife agencies to evaluate progress toward meeting objectives and to project future requirements for wildlife studies.
 - Ensuring traditional knowledge and community involvement are considered in research programs and management recommendations.



WORKING CONDITIONS

Physical Demands

Six to eight times per year the incumbent will travel regularly to meet in northern communities, field research facilities and southern centers. Meetings will often be lengthy with full agendas which can result in fatigue. Once to twice per year the incumbent will participate in field studies to maintain up to date in field research techniques. This can often involve physical demands as well as operating snow machines, boats or ATVs.

Environmental Conditions

Six to eight times per year the incumbent will be required to travel to northern communities and field research facilities on a regular basis. Travel will involve flights in small aircraft and/or travel on winter roads and could involve exposure to extreme environmental conditions. Participation in field studies will often involve exposure to extreme environmental conditions including cold, biting insects, wind, and heavy precipitation.

Sensory Demands

No unusual demands.

Mental Demands

Making recommendations that affect careers or research projects of staff or other researchers can be stressful. Public and staff presentations and participation in public hearings held by regulatory agencies can be stressful when explaining government positions or decisions. Especially when representing the Division or Departmental interests with audiences that can range from community meetings, scientific experts, media to the Deputy Minister.

KNOWLEDGE, SKILLS AND ABILITIES

- Demonstrated knowledge of conservation biology, wildlife population dynamics, habitat conservation, environmental assessment, environmental monitoring, wildlife health and climate change issues, including field and statistical techniques.
- Demonstrated ability to administer budgets, estimate study costs, and make financial projections
- Demonstrated ability to supervise and motivate senior professional staff with high levels of expertise in various fields (3 years).
- Demonstrated ability to make and implement long term work plans
- Northern experience working in a cross cultural environment (3 years)
- Ability to present results of research to both public and scientific audiences
- Demonstrated ability to communicate effectively with media, wildlife users, band councils, wildlife committees, co-management boards and special interest groups



- Ability to regularly travel to attend meetings in NWT communities, nationally and internationally to represent the Department.
- 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:

Masters of Science degree in Wildlife Management or related fields, plus 5 years of related experience including design of field research, data management and analysis, public consultation, publication of peer-reviewed studies, project and budget 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