



IDENTIFICATION

Department	Position Title	
Health and Social Services	Impact Assessment Analyst, Strategic Projects	
Position Number	Community	Division/Region
49-16941	Yellowknife	Corporate Planning, Reporting and Evaluation

PURPOSE OF THE POSITION

The Impact Assessment Analyst, Strategic Projects is responsible for providing advice and support in departmental analyses, responses and participation in environmental impact assessments, socio-economic impact assessment, and the implementation of social and health mitigation measures and monitoring programs related to development projects, with a specific focus on Government of the Northwest Territories (GNWT) strategic infrastructure initiatives. The incumbent provides analyses on socio-cultural change related to past and present development activities; social and health impacts to individuals, families, and communities; cumulative impact assessment; socio-economic agreements; monitoring and mitigation programs for social well-being and health; and land-use planning. The position supports the planning, creation and implementation of socio-economic impact assessment processes, as well as monitoring and mitigation programs for development projects within the GNWT social envelope, with impacted communities, and with Indigenous Governments.

SCOPE

Development projects in the Northwest Territories (NWT) take place in an evolving legislative context with increasing attention to social and health impacts to individuals, families, and communities as a result of long-term, cumulative social change in the territory. The GNWT has taken on increasing responsibilities via devolution and has become a Developer itself in respect to the planning, design, construction and maintenance of public and strategic infrastructure projects. As such, the department of Health and Social Services (HSS) is expected to conduct balanced, fair, and comprehensive assessments of project effects to individual, family, and community wellbeing, while also recognizing strategic direction set by the legislative assembly. All of this occurs within the context of settled and unsettled Lands, Resources and Self-government Agreements. This position works within a complex and continually developing legislative framework. The mandate of HSS is to promote, protect and



provide for the health and well-being of the people of the NWT. HSS has a regulatory responsibility under the *Public Health Act*, the *Mackenzie Valley Resource Management Act* (MVRMA), the *Canadian Environmental Assessment Act*, as well as Comprehensive Land Claim Agreements. The department also holds responsibilities for analyzing, advising on, and creating comprehensive monitoring and mitigating plans for identifying and assessing impacts to the social well-being of residents under socio-economic agreements, the MVRMA, and ongoing health monitoring and reporting activities.

The Impact Assessment Analyst for Strategic Projects is located in Yellowknife and reports to the Senior Impact Assessment Advisor in Corporate Planning, Reporting and Evaluation. The Impact Assessment Analyst participates in all phases of the environmental assessment process, and supports the coordination of the assessment of socio-economic impacts, project effects on the health and well-being of individuals, families and communities in the territory, as well as project effects on the health and social services system and areas of the HSS mandate. The impact assessment analyst plays a critical role in collaboratively developing and implementing social and health monitoring and mitigation plans for development projects in the NWT after an environmental assessment and ensuring that the Minister of Health and Social Services meets his or her legislated responsibilities.

The Impact Assessment Analyst is responsible for representing the Department of Health and Social Services in community meetings, technical sessions, and working groups as part of environmental assessment processes. The incumbent provides expert advice, implementation, and supports the coordination of all aspects of the department's work in environmental assessment and regulatory processes, socio-economic monitoring agreements, monitoring and mitigation plans, and cumulative effects. The position plays a key role in supporting the Department and GNWT meeting its requirements under legislation, comprehensive land claims and self-government agreements, and regulatory systems. The Impact Assessment Analyst ensures that potential impacts to individual, family, and community well-being and health are identified, assessed, and subject to review by the appropriate departmental or GNWT technical staff. The incumbent will provide analyses, recommendations, briefing notes, and issue papers on potential impacts and cumulative effects. Recommendations and responses are subject to public scrutiny and are frequently politically charged.

Measures stemming from environmental assessments can require significant legislative, policy, and procedural change as well as require the creation and/or implementation of extremely costly mitigative programs and services. The Impact Assessment Analyst supports the efforts of the Department in ensuring that decision-makers have all of the information required to make sound decisions that benefit northern peoples and briefs Senior Impact Assessment Advisor and Senior Management on environmental assessment issues and responsibilities related to social well-being and health. The incumbent plays a key role in developing, implementing, and reporting on comprehensive monitoring, mitigation and adaptive management programs for social well-being and health related to development



projects. These activities are necessary to support the GNWT as both a regulator and a developer. The incumbent is required to apply a collaborative and integrative approach that involves regular intergovernmental consultation, the ability to influence, and the ability to clearly communicate with stakeholders who may have conflicting interests. This work is critical to ensuring that Minister fulfills his or her obligations under the MVRMA to implement mitigation measures for projects.

The Impact Assessment Analyst is also responsible for providing expertise in the development of broader GNWT legislation, amendments and guidelines to the MVRMA, regulations, policies, and to develop standard practices in relation to land use management and resource development. The position is responsible for supporting proactive and collaborative engagement with Indigenous governments and communities to establish community-driven definitions of well-being and assist communities in the identification of goals aimed at achieving community priorities. This includes collaborating with Indigenous governments and communities on the development of relevant indicators to track to monitor both positive and negative impacts of development on individuals, families and communities and on the achievement of community goals and priorities. It also involves leading the creation and implementation of comprehensive monitoring and mitigation plans to support community health and well-being and responsible project management.

The Analyst will be required to manage deadlines and competing priorities. Periods of intense concentration may be experienced during research and assessment. A flexible schedule and work hours may be necessary at times.

RESPONSIBILITIES

1. Assesses, coordinates, compiles, and carries out department submissions in environmental assessments under the MVRMA, the *Inuvialuit Final Agreement* and other federal/territorial/provincial authorities as required.

- Analyzes and drafts submissions and reports to regulatory boards and agencies regarding the direct and indirect impacts, cumulative effects and mitigation measures as required for proposed development activities using best practices and concepts in social and health impacts assessment from start to finish of assessment process.
- Advises the Senior Impact Assessment Advisor and appropriate senior level staff in the department and authorities, provides recommendations on strategic actions, and provides briefings and reports on project status and sensitive issues.
- Ensures timely technical reviews of applications and submissions throughout all stages of the assessment process that are consistent with territorial and/or federal legislation, GNWT and/or departmental mandates, policies, processes, best practices and standards.



- Analyses research reports, submissions, publications and communications related to socio-cultural and health impacts and makes recommendations to senior management and other departments on the basis of this analysis.
- Provides project assessment advice to any other departmental staff or staff in the authorities representing departmental interests in public hearings or related processes.
- Attends scoping sessions, technical sessions, and public hearings before the review board to support HSS work and the identification of issues related to the well-being and health of individuals, families and communities; the HSS system; socio-cultural and socio-economic impacts; the HSS mandate, policies, programs, practices and procedures; potential project impacts; cumulative impacts; and, mitigative measures.
- Ensures appropriate technical staff in the department has been consulted for submissions, providing evidence, or representing departmental interests in environmental assessment processes and measure implementation.
- Works cooperatively with the GNWT review staff and/or representatives from federal and indigenous governments to identify recommendations and positions on review processes.
- Prepares briefing notes, project updates, information on environmental assessment processes and current development projects, negotiations and implementation of socio-economic agreements and monitoring and reporting of measures.

2. Collaboratively designs and implements multi-disciplinary monitoring and mitigation plans for development projects to identify and address direct/indirect impacts, cumulative effects and appropriate mitigative measures.

- Consults and collaborates with GNWT departments, northern communities, government agencies, indigenous governments and regulators on social and health monitoring programs.
- Supports the development and implementation of multidisciplinary social and health impact monitoring programs for development projects as required by the MVEIRB and MVRMA, as well as relevant socio-economic agreements.
- Establishes and maintain good relationships between government agencies, indigenous governments, community governments, and relevant stakeholders.
- Meets with communities and stakeholders post-assessment to identify community well-being priorities and to understand community concerns related to resource development and land use planning activities.
- Employs a community-based approach that is inclusive, incorporates traditional knowledge and values, and is conceptually and methodologically aligned with best practices in social impact assessment.
- Researches and maintain knowledge of best practices, concepts, methods and approaches to social and health impact monitoring and mitigation programs.
- Leads annual reporting to regulatory bodies on monitoring programs.



- Provides technical support and coordination for policy and planning initiatives related to social and health monitoring and mitigation programs.
- 3. Identifies potential direct and indirect impacts, cumulative impacts and mitigative measures of resource development and land use activities on community health and well-being using best practices and current concepts in impact assessment analysis.**
- Identifies potential direct, indirect and cumulative impacts on the HSS system, policies, program areas, practices, mandated and legislated responsibilities.
 - Provides expert advice and recommendations on potential direct, indirect and cumulative impacts.
 - Identifies potential direct, indirect, and cumulative impacts individual, family and community social well-being.
 - Coordinates internal HSS review of development projects and assessment of potential impacts and drafts submissions to regulatory authorities.
 - Provides expert advice on potential direct, indirect and cumulative impacts on HSS system and NWT individuals, families and communities to senior management and interdepartmental colleagues.
 - Provides expertise on socio-cultural and health impacts assessment and mitigation theory, methodologies, and stays up to date on new tools, programs, and initiatives.
 - Represents HSS in GNWT working groups to determine impacts and mitigative measures and collaborate with other departments and authorities with overlapping mandates and interests in assessments and decision making.
- 4. Leads, participates, and supports interdepartmental working groups, community meetings, and meetings with industry.**
- Leads relevant inter-departmental working groups on strategic initiatives and coordinates meetings with inter-departmental partners and/or consultants to support project development and implementation
 - Represents HSS in community meetings regarding socio-economic agreements, and monitoring of social and health indicators related to well-being and resource development.
 - Develops and maintains an effective network of contacts and maintains positive external relations with all levels of government, communities, industry and interested parties.
 - Meets with industry to ensure concerns related to HSS mandate and legislative responsibilities are identified and addressed.
 - Supports senior advisor and/or management in HSS in scoping sessions, technical sessions, and public hearings before the review board to provide expert opinions and respond to questions on: issues related to the well-being and health of individuals, families and communities; the HSS system; socio-cultural and socio-economic impacts;



the HSS mandate, policies, programs, practices and procedures; potential project impacts; cumulative impacts; and, mitigative measures.

5. Represents HSS in the negotiation and implementation of socio-economic agreements and related monitoring and mitigation planning

- Provides expert advice and recommendations regarding how health and social well-being concerns should be incorporated, monitored and what mitigation measures should be included in socio-economic monitoring follow-up programs for strategic projects.
- Ensures that HSS legislation and potential impacts to the health and social services system are considered and incorporated where necessary.
- Ensures that HSS is meeting its commitments in the SEAs and socio-economic monitoring follow-up programs.
- Meets with interdepartmental working group, Senior Advisor, industry representatives, and indigenous governments and supports HSS positions and analyses.
- Represents HSS in community meetings regarding socio-economic agreements, monitoring programs, adaptive management planning and monitoring of social and health indicators related to well-being and resource development.

6. Meets with communities and stakeholders to identify community well-being priorities and understand community concerns related to resource development and land-use planning activities.

- Monitors all aspects of public participation in the project assessment process to understand public opinions, concerns, and values.
- Uses the identified community well-being priorities to develop a relevant community well-being monitoring plan and indicators.
- Meets with impacted communities post decision making on monitoring plans and community well-being.
- Researches, analyzes and provides recommendations on incorporating well-being into assessment processes, decision making, and monitoring programs.

WORKING CONDITIONS

Physical Demands

No unusual demands.

Environmental Conditions

No unusual demands.



Sensory Demands

No unusual demands.

Mental Demands

No unusual demands.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of social and health impact assessment.
- Knowledge in environmental and socio-economic impact assessment processes, agreements, directives, legislation, etc.
- Knowledge and skills relating to collecting, analyzing, and reporting on data, research ethics, utilizing research and evaluation tools.
- Knowledge of historical and present day resource development activity, northern peoples, and social and health issues in the territory.
- Knowledge of factors impact social well-being and health.
- Oral and written communication skills.
- Ability to synthesize large amounts of information into succinct briefings, reports, and presentations.
- Ability to work on multiple projects with conflicting timelines.
- Ability to plan, organize, integrate and coordinate submissions and interventions.
- Ability to plan, organize, and coordinate the collection of data within and outside of the department and to support planning activities and implementation of monitoring and mitigation plans.
- Research and analytical skills.
- Ability to communicate complex information in plain language to diverse audiences using a variety of communication tools.
- Ability to identify and negotiate mutually agreeable positions and negotiate with difficult and often politicized actors to reach consensus.
- Time management skills.
- Ability to facilitate diverse and multi-cultural groups while working in a complex, multi-lateral environment.
- Ability to be innovative, adaptable, collaborative, results and service oriented.
- Ability to analyze and evaluate complex issues and develop suitable approaches and options for an effective delivery of departmental monitoring and mitigation plans and programs.
- 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 resource management, environmental studies or a related social science discipline along with two (2) years of experience in resource, social or health impact assessment.

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

Position Security

- 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