



IDENTIFICATION

Department	Position Title	
Industry, Tourism and Investment	Mineral Resources Specialist	
Position Number	Community	Division/Region
63-14337	Yellowknife	Mineral and Petroleum Resources Division

PURPOSE OF THE POSITION

The Mineral Resources Specialist is accountable to provide expert technical advice to support Government of the Northwest Territories policy initiatives that impact, or potentially impact, mineral resource development in the Northwest Territories (NWT).

SCOPE

The Mineral Resources Specialist (Specialist) reports to the Manager, Mineral Resources (Manager) and is part of a team of planning and technical professionals. The Specialist supports the implementation of the Mineral Development Strategy (MDS) and provides technical input into regulatory, land use and policy initiatives.

The mandate of the Department of Industry, Tourism and Investment (ITI) is to promote economic self-sufficiency through the responsible development of the NWT mineral and petroleum resources and the development of natural resource industries to create a prosperous, diverse and sustainable economy for the benefit of all NWT residents.

The Mineral and Petroleum Resources Division (MPR) develops and delivers policy, programs and services related to minerals and petroleum exploration and development, transportation to market, and the management of land tenure associated with mineral and petroleum subsurface resource rights for public lands in the NWT.

The mineral exploration and development sector accounts for the most significant part of the NWT's Gross Domestic Product (GDP). The NWT has three operating diamond mines, two mines on care and maintenance, a range of mineral resource projects at the advanced stage of development and in the permitting phase, representing a range of mineral commodities (diamonds, base metals, precious metals, critical minerals etc.). The diamond mines alone have generated over \$16 billion in NWT procurement spending and over 30,000 person years of



NWT employment by 2019 during their operating life. The development of these resources has been cyclical (i.e., boom-bust) over the last three decades and is affected by commodity prices, global geo-political events, and advances in technology.

The NWT is at a critical point in the development of its mineral resources where many jurisdictions around the globe are competing for a limited quantity of available investment. The NWT is viewed as having very favorable geology for the discovery of new minerals deposits, particularly those that host critical and technology metals required to support a green, carbon-neutral economy. At the same time, the perceptions in the investment community of the NWT as a destination for investment are negative, largely focused on the regulatory regime, lack of infrastructure to support development and perceived lack of interest by Indigenous partners. Further, the three operating diamond mines are nearing the end of their planned mine-life.

The ability of mineral exploration companies to raise project financing and the ability of mines to operate economically, depends heavily on mineral commodity prices. Mineral commodity prices are subject to volatility over both the short- and longer-term driving fluctuating operating margins for mining operations over time. In order to support government decision-making, it is critical that government have an understanding of commodity markets and the impacts of changes in these markets on the NWT mineral resource development sector. The Specialist will be challenged to provide accurate forecasts of mineral commodity markets given that, at any point in time, there are often widely differing price forecasts available for both the relevant commodity and currency.

In making their decisions about where to invest their capital resources, mineral exploration and mining companies consider a range of factors, most importantly, the regulatory regime of the jurisdiction, the availability of land for exploration and development, and physical infrastructure. The Specialist provides advice to decision-makers providing GNWT input into legislative initiatives (GNWT and other governments), environmental assessments, regulatory processes, land claim negotiations and conservation initiatives on the impacts on mineral exploration and mine development and recommends mitigative measures where possible.

The Specialist works within a legislative, regulatory and policy framework that includes: the *Mackenzie Valley Resource Management Act, regulations and co-management boards; Waters Act; Lands Act; Mining Regulations; MRA; Coal Regulations; Dredging Regulations; Settled Lands, Resources and Self-Government Agreements; Interim Measures Agreement; Interim Land Withdrawals; Devolution Final Agreement; Respect, Recognition, Responsibility; Northern Lands – Northern Leadership; GNWT Conservation Action Plan.*

Sustainable Development Policy; Mineral Development Strategy; Economic Opportunities Strategy; Water Stewardship Strategy; Energy Plan and Climate Change Framework.



The Specialist works collaboratively with colleagues within the ITI, particularly Policy, Planning, Analysis and Communications, Client Services and Community Relations, the Diamonds, Royalties and Financial Analysis Division and the NWT Geological Survey. The Specialist regularly collaborates with GNWT colleagues in the Departments of Finance, Justice, Executive and Indigenous Affairs, Lands, and Environment and Natural Resources. The Manager also works with colleagues with Natural Resources Canada, CanNor, NWT Indigenous governments and organizations, mine operators and mineral explorationists and non-government organizations (e.g., NWT & Nunavut Chamber of Mines).

The Specialist must manage a myriad of diverse projects and people to collaborate on simultaneous initiatives. Each of multiple projects is at different stages of development, approval, review or evaluation, and requires considerable project management expertise.

A variety of duties are assigned to the Specialist, and the Specialist must prioritize duties to ensure a successful outcome in order to achieve a successful outcome.

RESPONSIBILITIES

1. Develops reports, briefing materials and correspondence on mineral market developments and outlooks.

- Monitors mineral commodity markets.
- Identifies emerging opportunities and prepares proposals to leverage opportunities to create economic benefits for NWT residents.
- Prepares Briefing Notes for sessions of the Legislative Assembly, Standing Committee and Committee of the Whole reviews of business plans and main estimates.
- Supports informed-decision making in the GNWT by undertaking research and preparing reports and studies on mineral and metal market issues.

2. Leads development of technical and evidenced-based content to promote investment in NWT to target markets.

- Works with the NWT Geological Survey to identify NWT mineral deposits and create maps that should be promoted to the exploration investment community.
- Prepares technical information materials, including brochures, to make maps commodity fact sheets and PowerPoint presentations to increase awareness of the NWT's mineral potential.
- Provides technical support for the Minister and ITI executives in preparing for, during and after meetings with exploration and mining and investment companies.

3. Monitors mineral exploration and mine operations activity in the NWT to support informed decision-making.

- Monitors websites of mineral exploration and mine operations companies in the NWT and reports on activity on properties in the NWT.



- Reviews NI43-101, financial statements, Management Discussion & Analysis reports and Annual Reports, Mine Plans and analyzes information to provide advice to decision-makers.
 - Prepares Briefing Notes on policies and issues and provides advice on proactive actions and responses that GNWT may take to avert adverse implications and to leverage opportunities for the NWT.
 - Prepares Briefing Notes and other deliverables for the Minister, Executive Council, sessions of the Legislative Assembly, Standing Committee and Committee of the Whole reviews of business plans and main estimates.
- 4. Monitors and reviews mineral exploration and mine operations regulatory reviews.**
- Provides expert technical advice on regulatory review processes for NWT industry projects and applications.
 - Collaborates on intergovernmental working groups and provides input on behalf of ITI in regards to exploration and mining projects.
 - Prepares reports, briefing materials and correspondence on regulatory issues.
- 5. Cultivates, builds and maintains personal and business relationships with key stakeholders, individuals and business associations in Canada and internationally.**
- Provides ongoing assistance to Canadian and international companies and other clients.
 - Leverages networks and relationships to promote mineral resource development opportunities in the NWT.
 - Communicates ITI's and GNWT's vision and priorities for NWT mineral resource development.
 - Participates in and represents GNWT interests in intergovernmental working groups and negotiations.
 - Addresses and/or escalates issues that arise, balancing the need for diplomacy and strong relationships with the requirement for accurate and complete business plan and audit activities.

WORKING CONDITIONS

Physical Demands

Normal office environment with occasional travel (to communities, conferences, exploration and mine sites)

Environmental Conditions

Normal office environment with occasional travel (to communities, conference, exploration and mine sites)

Sensory Demands



No unusual sensory demands.

Mental Demands

This position is subject to heavy peak workloads and competing demands. Multi-tasking and prioritizing deliverables is required.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of legislation, regulation and policies relevant to mineral resource development.
- Knowledge of the operating environment and structure of the Canadian and NWT mineral exploration and mine operations sectors and of resource development, Indigenous relations issues and environmental issues and assessment.
- Knowledge of geological concepts and economic theory.
- Knowledge of public policy theory and principles, development, analysis and evaluation and their application to mineral resource development.
- Knowledge of land claims, self-government agreements, negotiations for settlement of land claims.
- Knowledge of computer applications (MS Office Suite) and internet applications
- Knowledge of interest-based and position-based negotiations skills and strategies
- Negotiating and consensus-building skills.
- Written and verbal communications skills.
- Stakeholder engagement skills.
- Interpersonal skills such as: relationship building and tact and diplomacy.
- Project management, time management and organizational skills.
- Ability to research and analyze data in the context of policy development.
- Ability to manage multiple projects with strict deadlines and limited budgets.
- Ability to exercise sound judgement.
- Ability to work with minimal direction.
- Ability to handle highly confidential material in a discreet and professional manner.
- 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:

An undergraduate degree in Earth Sciences, Geological Engineering or a related field plus three (3) years of related experience.

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