



IDENTIFICATION

Department	Position Title	
Industry, Tourism and Investment	Manager, Resource Pathfinding	
Position Number	Community	Division/Region
63-14341	Yellowknife	Mineral and Energy Strategy Division

PURPOSE OF THE POSITION

The Manager, Resource Pathfinding provides management and oversight of the Government of the Northwest Territories (GNWT) industry pathfinding program. The position is the primary point of contact within the GNWT for resource proponents, investors, communities and other governments to navigate the Northwest Territories regulatory landscape for responsible resource exploration and development.

SCOPE

The Manager, Resource Pathfinder (Manager) is located in Yellowknife and reports to the Director, Mineral and Energy Strategy Division. The Manager is responsible for leading the planning and execution of industry pathfinding programs. The Manager is considered the GNWT authority on how to navigate the regulatory system related to resource development, decision-making authority, including responsibility for setting strategic engagement frameworks, regulatory navigation standards, and escalation pathways across the Department.

The resource sector is the primary private sector driver of the NWT economy. The sector has direct and indirect economic impacts that account for almost a third of NWT's Gross Domestic Product. The NWT has a complicated regulatory process which, in combination with the political and social environment, can sometimes be seen as a deterrent to resource development projects. It is essential to provide the support required to ensure that responsible resource development companies and their investors are attracted, remain interested and are able to pursue, viable and beneficial projects.

The Manager is a primary point of contact for proponents wishing to initiate and progress resource development projects in the NWT. The unit is also responsible for communicating with, engaging and supporting communities and Indigenous governments to fully understand and participate in these projects.



The Manager leads the team that provides assistance to help clients enter into, and navigate, the regulatory and assessment processes and ensure that early, meaningful and effective engagement occurs between proponents, stakeholders, communities and Indigenous governments or organizations.

The Manager is responsible for a team of Resource Pathfinders and Engagement Specialists. Some of these roles may be based in regional offices.

The Manager is accountable for leading and supervising professional staff in delivering expert, strategic advisory services to resource proponents and other clients on navigating the full Northwest Territories regulatory framework. The role requires advanced knowledge of complex, multi-jurisdictional legislative regimes and the exercise of independent judgement in interpreting regulatory, consultation, and policy requirements across departments, agencies, Indigenous governments and organizations.

Through oversight of preliminary regulatory guidance, the Manager ensures that proponents are effectively connected to the appropriate authorities and rights holders, and that applications are positioned to meet statutory, consultation, and socio-economic obligations. This function reflects a high degree of problem solving, coordination, and influence, as the Manager's direction directly impacts project readiness, regulatory efficiency, risk mitigation, and the Territory's investment climate.

RESPONSIBILITIES

1. Leads expertise on Indigenous engagement and consultation requirements and the NWT regulatory system to the resource industry.

- Leads the GNWT industry pathfinding program for the mineral and energy sectors.
- Provides authoritative advice to internal and external clients on the legislative and regulatory requirements for NWT resource exploration and development.
- Conducts policy research and analysis, and develops strategic advice on negotiations for partnerships and agreements in resource development.
- Determines service and information requirements for resource exploration companies.
- Provides interpretation of regulatory frameworks and guidance on policy direction in resource management, territorial, political and economic context, and Indigenous Agreements, assertions and negotiations.

2. Builds constructive relationships with stakeholders and partners to facilitate program delivery.

- Coordinates an integrated GNWT approach to support resource development projects.
- Fosters constructive relationships between ITI, communities, co-management boards, agencies and industry, and promote the NWT as a place for responsible exploration, development and investment.



- Recommends regulatory, administrative and policy changes or development needs to senior management in order to improve program delivery.
- 3. Manages the provision of information and direct support to industry in navigating the rights issuance and regulatory approval process in the NWT for mineral and energy projects.**
- Provides authoritative information and advice on the NWT resource regulatory regime, rights issuance; Indigenous governance, negotiations and assertions, northern benefits requirements and employment, and business development programs to industry and companies proposing exploration, development, or production activities in the NWT.
 - Provides expert guidance to resource proponents on how proposed projects intersect with Section 35 rights and the GNWT's consultation framework, clarifying roles, responsibilities, and procedural expectations.
 - Leads a proactive and coordinated advisory approach that supports proponents in designing early, meaningful engagement strategies with Indigenous governments and organizations, aligned with constitutional obligations and territorial policy direction.
 - Serves as a senior subject matter expert on the Mineral Resources Act and associated regulatory instruments, and provides strategic advice to proponents, Indigenous partners, and GNWT leadership to support informed decision making and regulatory alignment.
- 4. Supports positive relationships between ITI and NWT communities, resource co management boards, agencies, and industry, and promotes the NWT as a place for responsible minerals and energy exploration and investment.**
- Establishes and maintains networks of industry, northern, Indigenous and government contacts to facilitate proponents' formulation of engagement strategies.
 - Facilitate multi-party discussions to encourage productive dialogue and resolve issues.
 - Shares ITI and GNWT's vision and priorities for NWT resource development with industry, investors, and other stakeholders.
- 5. Manages the human resources, financial and administrative functions of the unit to provide effective and efficient services within budgeted frameworks**
- Develops and implements annual work plans that establish short and long-term objectives.
 - Manages human resource functions within the unit including staffing, direction setting, and performance evaluations.
 - Manages the annual budget for the unit (\$1.0 million) and projects future budget requirements in a fiscally responsible manner.



- Lead complex procurement, contribution agreements, and partnership funding arrangements, including risk and performance oversight.
- Prepares terms of reference and statements of work to direct contractors.
- Develops objectives and performance indicators for the Unit including individual staff goals, ensuring they are complimentary to the Division's and Department's goals and objectives.
- Provides positive leadership and advice to Mineral and Energy Resources Branch staff.
- Encourages employee development through performance appraisals, training plans, and professional development opportunities.
- Supports objectives of succession planning within the unit and the Division.
- Participates as a member of the Divisional management team in planning the short and long-term objectives for the Division.

WORKING CONDITIONS

Physical Demands

No unusual demands.

Environmental Conditions

No unusual demands.

Sensory Demands

No unusual demands.

Mental Demands

The incumbent operates in a complex and politically sensitive environment with competing territorial, Indigenous, industry, and interdepartmental priorities. The role requires sustained strategic judgement under significant time pressure, often with incomplete information, where advice and decisions can materially affect regulatory timelines, Indigenous relationships, investor confidence, and territorial economic objectives.

This position deals with confidential and politically sensitive information.

Travel, including to NWT and other northern communities and occasionally remote locations, is required. Occasional overtime is also required. This position travels approximately eight weeks per year – on various trips.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of relevant regulatory systems, northern institutions, corporations, government systems and communities.
- Knowledge of the principles and best practices demonstrating Corporate Social Responsibility in the mining and energy sectors.



- Knowledge in consultation, facilitation, conflict resolution and consensus building, including multi-party negotiations in politically sensitive environments.
- Project management, organizational, and time management skills.
- Leadership, supervisory, performance management, and motivation skills.
- Written and oral communication skills, including public speaking to diverse audiences and responding to complex questions.
- Ability to interpret and apply legislation and regulatory instruments across mineral, petroleum, environmental, and Indigenous governance frameworks.
- Ability to acquire knowledge of the history, culture, political, and economic aspirations of Indigenous people and other Northerners and of land rights and land use.
- Ability to acquire knowledge of legislation and regulatory processes related to resource development, preliminary screening, and environmental assessment under the Mineral Resources Act, Mackenzie Valley Resource Management Act., Inuvialuit Final Agreement, and other territorial authorities.
- Ability to establish and maintain a network of contacts amongst a range of internal and external clients, to exchange information and views and provide advice and recommendations to senior management.
- Ability to lead evaluation of program and policy proposals and provide strategic advice to senior leadership and Cabinet on risk, economic impact, and alignment.
- Ability to provide expert advice on major policy and program files.
- Ability to lead multi-stakeholder and multi-disciplinary working groups.
- Ability to use a computer proficiently including word processing, database, spreadsheet, graphics, internet and electronic mail.
- Ability to communicate and collaborate effectively and represent divisional, departmental and GNWT interests before a wide range and size of audiences including politicians, senior officials, scientists and specialists, business leaders, interest groups, communities, and the public.
- Ability to exercise tact and diplomacy in dealings with colleagues, industry, investors, and other external stakeholders.
- Ability to develop knowledge required for the position. Certain technical knowledge, statutory designations and certifications may be developed on the job. The Department will provide mandatory training and a structured onboarding plan to achieve required authorities and qualifications within agreed timeframes.
- 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 relevant Bachelor's degree (such as Geology, Law, Humanities) combined with 5 years of applied experience in a resource industry, or working with resource industries from within government, and one year of supervisory 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