



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

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# Job Board Posting



Careers.Indigenous.Link

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## Conservation Coordinator - Parks

<b>Job ID</b>	<b>A6-F8-13-35-8E-57</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=A6-F8-13-35-8E-57">https://careers.indigenous.link/viewjob?jobname=A6-F8-13-35-8E-57</a>	
<b>Company</b>	Metis Nation Of Alberta	
<b>Location</b>	Edmonton, Alberta	
<b>Date Posted</b>	From: 2023-06-06	To: 2023-12-03
<b>Job</b>	Type: Full-time	Category: Greenhouses
<b>Languages</b>	English	

### Description

Conservation Coordinator - Parks

Location: Provincial Head Office in Edmonton, AB

Position Status: Full Time (40 hrs per week), contract (12 months) with possibility of extension.

Closing Date: June 25, 2023

The Organization

Since its inception in 1928, the Metis Nation of Alberta (MNA) has governed the Metis within Alberta. The MNA is led by a democratically elected Provincial Council, comprised of a Provincial President, a Vice-President, and six regional Presidents and Vice-Presidents. This Council works toward the mandate of the MNA, supporting practices of transparency, accountability, and inclusiveness for Metis Albertans in governments' policy and decision-making processes. The MNA promotes and facilitates the advancement of Metis people through self-reliance, self-determination, and self-government. For more information about the MNA, visit <http://www.albertametis.com>.

The Opportunity

The Metis Nation of Alberta (MNA) is recruiting for a full-time Conservation Coordinator based in the Provincial Head Office in Edmonton. Reporting to the Environmental Programs Manager and working in support of a passionate and dedicated team of professionals in the MNA's Environment and Climate Change department, the successful candidate will support the MNA's efforts to design and undertake environmental initiatives and programs aimed at fulfilling the department's following pillars:

- Protection of Metis tradition and culture
- Reducing impacts on the environment
- Community driven involvement

Working under the supervision of the Environmental Programs Manager, the successful candidate will be required to provide support to the MNA Environment and Climate Change department's projects and initiatives, with a primary focus on the protection and conservation of lands and waters, biodiversity, cultural keystone species, and natural ecosystems within Alberta. The successful candidate will be responsible for developing and implementing engagements with MNA Citizens regarding their historic and current use, values, and interests regarding National Parks in Alberta. The successful candidate will also be responsible for engaging with Parks Canada regarding MNA Citizen's interests in Parks Canada administered places and their management, the development of an Urban National Parks policy, and Parks Canada's Ecological Corridors Program. An ideal candidate will have an understanding and experience in land conservation and stewardship, national park policies and operations, community engagement, and experience working with Indigenous communities.

Key Responsibilities

- Plan, implement, and report on citizen engagements regarding MNA Citizen's use, values, and interests regarding National Parks in Alberta.
- Build and maintain a constructive relationship with Parks Canada to share information regarding MNA Citizen's interests in National Parks in Alberta.
- Explore opportunities with Parks Canada for knowledge sharing, collaboration, and policy changes or program development which may support the ecological and cultural needs of Metis peoples in Alberta.

- Attend meetings, as required, to engage with Parks Canada regarding the development of an Urban National Park policy and the Ecological Corridors program.
- Coordinate with MNA staff involved in the development of Urban National Parks and Ecological Corridors in Alberta to share information and synthesize regional considerations to provide feedback on related Parks Canada policies and implementation processes.
- Communicate Parks Canada-related engagement results and findings, programs, and policy/management information to MNA Citizens and the public through in-person and digital platforms (e.g., web content, phone calls, emails, presentations, tradeshow booths, newsletters).
- Explore potential for additional opportunities for MNA Citizens to increase access and participation in the monitoring and land stewardship of Parks Canada administered places in Alberta.
- Provide support for Environment and Climate Change project field activities, including environmental monitoring, site visits, land stewardship activities, and community events.
- Develop and maintain constructive working relationships and partnerships with both internal and external stakeholders, including other MNA departments, project partners, contractors, governments, and businesses.
- Maintain awareness of government policies and programs related to Environment and Climate Change and provide briefings and recommendations to the MNA.
- Help develop policy positions on government affairs and legislative issues, as well as other issues as required.
- Answer and direct calls and email inquiries from citizens regarding matters related to the Environment and Climate Change department's activities, projects, and initiatives.
- Assist the Environment and Climate Change department with fulfilling information requests from MNA Citizens.
- Other duties as required.

#### Skills & Competencies

The Conservation Coordinator must be a team player who is able to work with staff and MNA Citizens across the province, have demonstrated experience with community engagements, have a working knowledge of conservation and parks related legislation and policies, and have a passion for land conservation and stewardship. Other required knowledge, skills and competencies include:

- Working knowledge of legislation (e.g., Canada National Parks Act), regulations, and management practices related to parks and protected areas, especially Canada's National Parks.
- Familiarity with Parks Canada administered sites in Alberta is an asset.
- Working knowledge of legislation and regulations associated with Indigenous harvest of plants, fish, and wildlife in Alberta (e.g., Alberta Hunting and Trapping Regulations, Metis Harvesting Policy, Public Lands Administration Regulation).
- Experience in the design, coordination, and delivery of conservation and land stewardship activities is an asset.
- Experience in proposal writing and completing applications is an asset.
- Experience with Esri ArcGIS software (e.g., ArcGIS Pro, ArcGIS Online, Story Maps Survey 123) is an asset.
- Proven ability to plan, implement, and report on community engagements (e.g., surveys, interviews, meetings, etc.).
- Excellent interpersonal skills and the ability to build strong and maintain strong working relationships with external individuals and organizations.
- Able to interact professionally and diplomatically with people at all levels of an organization and with multiple external stakeholders.
- Strong political sensitivity and awareness, with the ability to deal with confidential information.
- Strong cultural sensitivity and ability to work collaboratively with community members.
- Ability to work with a team or independently.
- Demonstrated flexibility and adaptability.
- Strong presentation skills with the ability to work with and convey messages to different audiences.
- Exemplary written and verbal communication skills, strong report writing capability, and a proven ability to produce quality work.
- Strong computer skills and an ability to learn and use a variety of software.
- Ability to remain organized, multi-task, and manage time effectively under tight and competing deadlines.
- Knowledge of Metis history, culture, and people is an asset.

#### Qualifications

- Minimum of a Diploma or Bachelor's Degree in Environmental Science, Conservation Science, Ecology, Natural Resource Management, Anthropology, Outdoor Recreation, or a related field.

- Degree in or an equivalent combination of education and experience may be considered.
- Minimum of 2 years of related work experience.

#### Other Requirements

- Ability to work a regular schedule of Monday to Friday 8:30 - 4:30, as well as frequent evenings and weekends.
- Ability and willingness to travel within Alberta. This position will require up to 30% travel.
- Additional, less frequent, out-of-province travel may also occur, with advanced notice.
- Must have a valid class 5 driver's license and an operational vehicle.
- Ability to operate a wide range of equipment and machinery including but not limited to: OHV's, snowmobiles, and 4X4 trucks.

#### **How to Apply**

Click "Apply Now"

Please apply online at <http://albertametis.com/careers/>

The Metis Nation of Alberta thanks all applicants for their interest. Only applicants selected for an interview will be contacted. No phone calls please.