

## PACHEEDAHT FIRST NATION



### VACANCY ANNOUNCEMENT

<b>Vacancy No.</b>	<b>PFN-FRSTRY-02</b>
<b>Post Title</b>	<b>Forestry Manager</b>
<b>Pay Range</b>	Competitive. Determined based on experience and funding
<b>Number of Posts</b>	1
<b>Place</b>	<b>Port Renfrew, BC, Canada</b>
<b>Employment Type/Hours</b>	<b>Part time/Full time/Seasonal</b>
<b>Employment Duration</b>	<b>Permanent</b>
<b>Start Date</b>	<b>As soon as possible</b>
<b>Application Deadline</b>	<b>Open until filled</b>
<b>To Apply</b>	<b>Email CV to: <a href="mailto:hr@pacheedaht.ca">hr@pacheedaht.ca</a></b>

**Pacheedaht First Nation (PFN)** is a proud and progressive community dedicated to improving the health, safety, and self-reliance of its people by exercising their jurisdiction, authority, and responsibilities. The goal of the PFN is to preserve the culture, values, and language of the Pacheedaht people while strengthening community infrastructure, social wellness, community unity and self-governance. The PFN has four reserves on 174 hectares of land within its traditional territory in Port Renfrew, 80 km from Victoria, BC. The Pacheedaht people are estimated to number 286, including 100 members living on reserve. Port Renfrew is also a popular tourist destination for outdoor activities, such as hiking trails, exploring beaches, surfing, kayaking, camping, and fishing.

#### Reporting Structure:

- This post is in the Forestry Department and will report directly to the **Band Manager**.

#### Description of the Position

This role is to provide leadership to the Forestry Department of PFN through the successful performance of the following list, and other Duties and Responsibilities as assigned.

#### Duties and Responsibilities

- Collaborate with the PFN Referrals / Treaty Department and provide forestry related input and advice as requested.
- Manage PFN's referral system as it relates to forest operations and administrative decisions within PFN Traditional Territory and consistently promote PFN's strategy and perspectives.
- Manage the implementation, administration and tracking of the PFN Cultural Cedar Strategy.
- Support the successful conclusion of PFN's Integrated Resource Management Plan process.
- Remain knowledgeable about government Acts, policies and programs and recommend to PFN courses of action that will result in positive financial and cultural outcomes.
- At the request of the Pacheedaht Forestry Ltd Board:
  - Support the management of PFL forest tenures.
  - Support the management of PFL/PFN private forest lands.
  - Provide support to the management of the PFL Mill.
- Collaborate with the Council, Administration, and the Board to guide the growth of the Pacheedaht forestry financial and management influence within Pacheedaht Traditional Territory.
- Establish and maintain communication with Ministry, licensee and contractor personnel operating within the Traditional Territory.
- Seek out and apply for funding to further enhance Pacheedaht forestry assets and functions.
- Attend relevant meetings in and out of PFN and act in PFN's best interests
- Develop and maintain an organized system for storing important information and documents.
- Serve as a role model reinforcing excellent ethical values to the team and the community.
- Any other relevant duties assigned by the line manager(s).

#### Skills and Qualifications

- Knowledgeable about government Acts, policies, and programmes, including federal and provincial laws related to management of natural resources, and recommend PFN courses of action.
- An understanding of forest policy, regulations and guidelines is a requirement,

- Ability to assist in the preparation and review of forest management plans, cutting permit applications, site plans, and logging plans.
- Flexibility and adaptability to deal with sudden changes and unexpected situations
- Have strong interpersonal skills and work as an effective team player.
- Must be someone of high integrity who is team oriented, self-motivated, and conscientious
- Strong planning, organizing, and time-management skills
- Strong communication, public relations, writing, problem-solving and analytical skills
- Minimum 5 years' experience in forest management.
- Experience with project management and report writing.
- Computer skills, including familiarity with Microsoft Word and Excel.

**Certifications/Licenses:**

- Post-secondary degree or diploma related to forestry, resource management or other relevant environmental discipline.
- Awareness of First Nations laws, rights and title, issues, and traditional ecological knowledge.
- Experience working with First Nations, stakeholders, and government agencies.
- Valid class 5 Driver's License
- Understanding of the aquatic management in the west coast
- Appropriate immunization records
- Valid Criminal Record check
- Valid First Aid certificate

**Preference may be given to candidates with the following:**

- Directly related planning and integrated resource management experience
- Experience working with Indigenous Peoples
- Coursework or experience in contract or financial administration

**Physical abilities:**

- Capable of sitting, standing, walking, lifting, carrying, reaching, pushing, and pulling in all weather conditions
- **NOTE: All staff must be fully vaccinated against Covid-19 by April 20<sup>th</sup>, 2022, unless medically exempted.**

**Work Environment:**

- Indoors and outdoors in all types of weathers.

**How to Apply:**

- Please submit your CV by the deadline to: [hr@pacheedaht.ca](mailto:hr@pacheedaht.ca)
- Indicate Subject Line: **PFN-FRSTRY-02**