



IDENTIFICATION

Department	Position Title	
Environment and Climate Change	Manager, Sustainable Livelihoods and Traditional Knowledge	
Position Number	Community	Division/Region
23- 15730	Yellowknife	Conservation and Sustainable Livelihoods / HQ

PURPOSE OF THE POSITION

The Manager, Sustainable Livelihoods and Traditional Knowledge (Manager) is responsible for providing strategic vision and leadership for the department related to on-the-land programs, services and research, and plays a critical role in the development, implementation and/or incorporation of on-the-land activities in departmental programs.

SCOPE

Located in Yellowknife and reporting to the Director, Conservation Planning and Sustainable Livelihoods (Director), the Manager, Sustainable Livelihoods and Traditional Knowledge supervises Sustainable Livelihoods Unit staff based in Yellowknife and Hay River, and casual or term positions, interns, and summer students where required. The Manager is responsible for the administration of a budget, involving wages, operations and maintenance and grants and contributions. Additionally, the Manager is responsible for leveraging and securing additional funds for program and research implementation from third party funding sources.

The Conservation and Sustainable Livelihoods Division bears the primary Government of Northwest Territories (GNWT) roles and responsibilities related to conservation planning and has a review and evaluation role of regional land use plans and the GNWT land use framework development and implementation. All Division initiatives have Northwest Territories (NWT) or national implications and therefore require timely and effective analyses to enhance GNWT and partner decision- making and actions.

The Manager is responsible for managing the planning, development, implementation, monitoring, and evaluation of the delivery of innovative on-the-land programs and services, in the areas of sustainable livelihoods (traditional economy, country foods), traditional knowledge, Indigenous and community-engaged research, on-the-land collaboration and public



education and outreach, as per the Department of Environment and Climate Change (ECC)'s mandate.

Development and implementation of unit and departmental goals, objectives, and programs requires extensive relationship building, collaboration and partnerships with a variety of partners, including Indigenous governments, communities, Renewable Resource Boards, Hunters and Trappers Committees, other Government of Northwest Territories (GNWT) departments, provincial, territorial and federal governments, educational institutions, non-government organizations and funding organizations. The incumbent is required to build and maintain respectful, meaningful and collaborative relationships with partners to advance on-the-land objectives.

The Manager conducts and directs research and analysis and provides recommendations on issues related to the delivery of programs and services and develops best practices and approaches within ECC to advance on-the-land programming and research, and ensures that program development adheres to appropriate legislation and policy.

The overall outcome is enhanced departmental support for community-driven on-the-land initiatives, increased numbers of people participating in land-based activities, increased public awareness and education of the department's initiatives and the environment more broadly, and strengthened development of a sound traditional, local, and Indigenous knowledge base to support departmental decision-making.

Many of the department's programs deal with the land, water, wildlife and plants of the Northwest Territories (NWT) and with creating a sustainable use of those resources. As on-the-land activities are of fundamental importance to Northern communities, programming that advances on-the-land objectives, such as country foods, traditional economy, traditional knowledge, on-the-land partnerships, Indigenous and community-engaged research and public education and outreach, plays an important role in fostering sustainable livelihoods.

The Manager acts as a champion for on-the-land initiatives and facilitates innovation in ECC program delivery in this regard. The Manager is accountable for its programs and research initiatives, to ensure that the wide range of services and programs provided by the unit meet the needs of each of the partners (i.e., communities) and the public.

RESPONSIBILITIES

- 1. Provides vision and strategic leadership to champion development and implementation of innovative On The Land plans and programs that integrate on-the-land activities in the NWT.**
 - Manages the planning, development, implementation, monitoring and evaluation of the delivery of on-the-land programs and services.



- Develops and implements a mission and vision for the unit, working collaboratively with senior managers and the unit team, and through engagement of communities, Indigenous governments, and other partners.
 - Identifies and facilitates collaborative opportunities to enhance existing or build new opportunities for on-the-land research and programming.
 - Develops short- and long-term plans to remain responsive to changing environmental, social, cultural, and political needs.
 - Identifies priorities for research and program delivery in collaboration with senior management, divisions and community partners.
 - Identifies and pursues opportunities for innovation in program delivery and on-the-land opportunities.
 - Collaborates extensively with Divisions and Regions to identify opportunities for the unit to support existing or new on-the-land programs that meet divisional/regional mandate.
 - Ensures program development and implementation incorporates the primary needs of communities in matters related to on-the-land initiatives.
 - Promotes awareness, education and outreach related to departmental initiatives.
2. **Provides expert advice in a timely and effective manner on initiatives related to on-the-land activities, traditional knowledge, sustainable livelihoods (traditional economy and country foods), Indigenous and community-engaged research and public education and outreach.**
- Acts as the senior technical, research and program advisor on traditional knowledge, sustainable livelihoods, Indigenous and community-engaged research and on-the-land activities in the NWT for the department and advises the Minister, directorate, divisions and regions on related matters.
 - Ensures sound research base is in place to support all decisions taken under the unit's action plans.
 - Recommends or applies innovative, state-of-the-art and best practice research in initiatives to NWT policies, agreements and other initiatives.
 - Offers this advice nationally, territorially and to communities.
 - Represents and advocates for GNWT interests at territorial, national and international venues.
 - Identifies innovative ways to incorporate on-the-land activities into departmental programs and service delivery, in efforts to increase on-the-land opportunities department-wide.
 - Supports and works collaboratively with divisions and regions to develop, implement and evaluate new and existing on-the-land initiatives.
 - Directs and/or undertakes research and provides informed advice on best practices and approaches to incorporating traditional and local knowledge into departmental programs and decision-making and for bridging traditional and local knowledge and



science.

- 3. Provides clear leadership to the development and implementation of multiple action plans and policies.**
 - Leads the development and implementation of ECC's On The Land Action Plan.
 - Working closely with the Traditional Knowledge Coordinator, leads the development of the GNWT's Traditional Knowledge Action Plan.
 - Ensures the development of initiatives and activities aligns with the strategic direction set out by the above Action Plans and the Department's Mandate and Business Plan.
- 4. Oversees the administration of the Genuine Mackenzie Valley Fur Program (GMVF).**
 - Provides oversight to the GMVF.
 - Tracks and accounts for GMVF spending
 - Identifies and pursues opportunities for improvement and innovation within the GMVF program.
 - Collaborates with Industry, Tourism and Investment (ITI) on program implementation.
- 5. Identifies and pursues opportunities to support and/or develop community-engaged, on-the-land programs and research initiatives within the department.**
 - Identifies, researches and pursues relevant active participation in on-the-land, traditional knowledge, public education and Indigenous and community-based research areas of interest to the GNWT, reporting on benefits.
 - Works with divisions and regions to understand their needs and how the unit can help support and build on-the-land research activities within those divisions and regions.
 - Identifies and pursues opportunities for the Sustainable Livelihoods Unit to develop, conduct and lead community-engaged and/or on-the-land research initiatives and programs.
 - Identifies opportunities for innovation in the development and conduct of community-engaged and/or on-the-land research initiatives and programs led by the Sustainable Livelihoods Unit.
 - Supports and promotes research-related capacity building in the department areas related to unit's mandate, such as traditional knowledge, community-based and community-engaged research, and develops training in these areas as appropriate.
 - Supports divisions where needed to enable effective community involvement in research (as per the Knowledge Agenda).
 - Oversees development of guidelines and resources for community-engaged traditional knowledge and/or social science research in the department.



- 6. Fosters and maintains positive, meaningful, and respectful partnerships and collaboration to advance, promote, and develop on-the-land research and programs in the NWT.**
 - Interacts extensively with communities to understand critical on-the-land programming and funding needs.
 - Identifies opportunities to support communities in developing and implementing on-the-land-related research projects or programs.
 - Collaborates with other GNWT departments to ensure programs and initiatives are aligned and mutually supportive and to develop new, cross-departmental programs in areas of joint interest.
 - Establishes and maintains a robust network of academic (college and university) partners who may assist on areas of research interest.
 - Fosters collaborative relationships with other national and international governments.
 - Represents GNWT interests in territorial, national and international forums.
- 7. Identifies and pursues opportunities to leverage existing funding and secure third party/external support for NWT on the land initiatives and other unit priorities.**
 - Cultivates and maintains relationships with an extensive list of potential funders interested in support on-the-land activities, including philanthropic donors, research agencies and the federal government.
 - Acts as a relationship broker between communities and academic and/or funding partners.
 - Cultivates relationships with Indigenous governments and other external partners to understand key on-the-land programming, funding and research needs and advocates for these to third parties for funding as appropriate.
 - Advocates for third-party investments in on-the-land research and programming in the NWT.
 - Acts as a champion for NWT on-the-land programs and research at territorial, national and international venues.
- 8. Oversees and identifies opportunities for training and capacity building within the department and with external clients, with respect to on-the-land objectives.**
 - Oversees the implementation of the Hunter Education program NWT-wide.
 - Leads and promotes opportunities for research-related capacity building in the department areas related to unit's mandate, such as traditional knowledge, community-based and community-engaged research, and develops training in these areas as appropriate.
 - Oversees the development and implementation of ECC traditional knowledge, public education and traditional economy training.
 - Oversees the delivery of trapper training workshops.



- Identifies opportunities, with the unit team, divisions/regions, senior management and communities for new training related to on-the-land objectives.
- 9. Provides leadership and guidance to the unit to ensure successful implementation of unit and departmental goals.**
- Creates and supports a respectful, collaborative, team-oriented working environment.
 - Manages unit resources and staff, including budgets and performance management.

WORKING CONDITIONS

Physical Demands

No unusual demands

Environmental Conditions

No unusual demands

Sensory Demands

No unusual demands

Mental Demands

This position travels up to once a month, and up to 4 days per occurrence.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge and proven understanding of natural resource management, Northern culture, community needs and land-based programming.
- Knowledge and appreciation of traditional, local and Indigenous knowledge and their application in programs, research and departmental decision-making.
- Ability to work in cross-cultural environments.
- Ability to analyze, interpret and evaluate a wide range of information to apply it to the unique ecological, cultural, social and political environment of the NWT.
- Ability to facilitate meetings with a wide variety of stakeholders.
- Ability to establish and maintain positive relationships with a wide variety of partners including Indigenous organizations, government agencies, industry, academia, non-government organizations and funding agencies.
- Thorough knowledge and understanding of community-engaged research practices.
- Appreciation for and understanding of the unique political climate of NWT and the key role of Indigenous governments and co-management boards.
- Excellent research, analytical, problem solving and strategic planning skills



- Effective listening skills, including the ability to discern and interpret non-verbal communication signals.
- Ability to comfortably interact with a wide range of people and organizations (i.e., Indigenous organizations, government agencies, industry, non-government organizations, academia, funding agencies and the public), some of whom have opposing or different interests, and who have a wide range of environmental knowledge.
- Ability to assess research proposals and program funding proposals and applications.
- Ability to manage completing deadlines and a large number of projects concurrently.
- Ability to work to effectively manage a diverse team of professionals.
- Demonstrated ability to communicate effectively (both oral and written) to convey or solicit information related to projects, policies and initiatives through a variety of means (briefing notes, project briefs, presentations) for diverse audiences.
- Demonstrated high degree of adaptability and initiative.
- Demonstrated ability to work with community partners, including Elders, harvesters, youth and Indigenous government staff.
- Ability to work in a team environment on inter-departmental and intergovernmental projects with diverse membership and competing interests.
- 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 degree in a relevant social science discipline, including natural resource management, Indigenous studies, geography, sociology or education, with a minimum of five (5) years' experience with community-based programs and/or research.

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