



## Employment Opportunity

# ENVIRONMENTAL COORDINATOR

**Closing Date: Friday, May 14, 2021 by midnight (MST)**

The Gwich'in Renewable Resources Board (GRRB) is a co-management Board located in Inuvik, Northwest Territories responsible for wildlife, fish and forest management in the Gwich'in Settlement Area (GSA). We are a cross-cultural team that is committed to building strong relationships with respect, compassion, and integrity.

### Main Responsibilities:

- Review and respond to regulatory and research applications with input from the relevant technical staff and community Renewable Resources Councils (RRCs).
- Respond appropriately to other requests for data, advice, or letters of support.
- Manage the ongoing collection of harvest data and other community observations.
- Analyze harvest data to identify management trends.
- Manage periodic reviews of the GRRB's approved Research and Management Priorities (RMPs).
- Manage the ongoing collection of community research and management interests (RMI).
- Help bridge scientific and community knowledge.
- Produce reports (technical and plain language, as appropriate).
- Administer and manage financial contribution agreements.
- Regularly engage and liaise with the RRCs, harvesters, and other relevant stakeholders.

### Main Requirements:

- Bachelor of Science in Biology, Environmental Sciences, Renewable Resources, or a related field. Relevant combination of education and work experience may be considered.
- Knowledge of the GRRB's mandate and the role of co-management in the North.
- Ability to understand, appreciate, and act upon cross cultural differences.
- Excellent organization, planning, and time management skills.
- Strong communication, listening, and interpersonal skills, including public speaking.
- Excellent computer skills, including Microsoft Office.
- Experience with data analysis, statistics and knowledge of basic database administration.
- Strong writing skills (technical and plain language).
- Experience with financial management.
- Northwest Territories Class 5 Driver's license or equivalent.
- Candidate must be eligible to work in Canada.
- Criminal Records Check will be required.

### Assets:

- Priority will be given to qualified Participants of the GCLCA and residents of the NWT (and GSA).
- Knowledge of the regulatory system in the NWT.
- Experience working in the Canadian north and with northern Indigenous communities.

**Status:** Permanent full-time position

**Starting Salary:** \$80,000 per year

**Benefits:** Northern Allowance (\$15,279), relocation package, RRSP's, health and benefits coverage, attractive leave policies, training opportunities

If you are interested, we encourage you to check out our website at [www.grrb.nt.ca](http://www.grrb.nt.ca).

Please apply with a cover letter and resume to:

Gwich'in Renewable Resources Board – Attention Amy Amos  
P.O. Box 2240, Inuvik, NT, X0E 0T0  
Phone: (867) 777-6600 extension 2 Email: [recruit@grrb.nt.ca](mailto:recruit@grrb.nt.ca)