

ATIKAMEKSHENG ANISHNAWBEK
EXTERNAL JOB POSTING

Job Title:	Lands Manager
Job Number:	WLFN 2011 - 04
Regular or Contract:	Regular
Department:	Community Assistance
Reports to:	Director of Community Assistance
Date Approved:	January 14, 2009
Last Date Amended:	October 28, 2011

PROGRAM DESCRIPTION:

The Lands Manager is responsible for the management of reserve land and resources in a manner that embraces the economic, environmental and social goals of Atikameksheng Anishnawbek. These results are all essential to improving the competitiveness of industry and our ability to attract private investment, to stimulate economic growth and job creation in the community.

The Lands Management Program is responsible for the effective and sustainable management of land resources to contribute to the social, environmental and economic well being of the Atikameksheng Anishnawbek community. This organization allocates, administers, manages and regulates reserve land resources in the best interests of the Atikameksheng Anishnawbek. The program exercises powers established under the Land Management Code (LMC).

A. PURPOSE AND SCOPE

The Lands Manager provides professional and technical advice and recommendations on all allocation aspects of land management.

B. QUALIFICATIONS

Mandatory Requirements

- College Diploma in Natural Resources or a related field with 3 (three) years of experience in Lands Management OR
- Coursework or training in Lands Management and Office Administration with 7 (seven) years of experience in Land Use, Environmental or Resource Planning OR
- Other combinations of experience and education which meet the minimum requirements may be substituted
- Valid Ontario Drivers License
- Criminal Reference Check

Additional Requirements

- Excellent verbal and written communication skills.
- Ability to deal with confidential and sensitive information and issues.
- Ability to work independently with minimal supervision.
- Experience supervising staff
- Knowledge of planning principles and planning legislation, sound planning analysis and judgment skills
- Ability to learn and adapt to changing conditions
- Ability to work with a diverse group of people.
- An appreciation for economic development.
- Be able to balance land use reflective of Atikameksheng Anishnawbek cultural tradition and values
- Knowledge of Atikameksheng Anishnawbek Land Code document
- Band history of land transactions.
- Contract law and management.
- Local Government law and rules.
- Principles of natural justice and mediation.
- Framework Agreement, Transfer Agreement, Land Code and associated Federal legislation on First Nation land management.
- Provincial and Federal environmental codes.
- Real land practices which could be modified to support Band practices; e.g. valuation and appraisal.
- Computer literacy.
- Negotiating skills, co-venture agreements.
- Communication skills; relationship building and other people skills to address internal and external relationships.
- Land registry practices and policies.
- Development and Agreements knowledge.

C. DUTIES

- Administer the Land Code and Transfer Agreement and related policies and procedures to regulate the land use and obtain the highest benefit of land use to the members.
- Recommend amendments to the Code.
- Communicate with members, individually and at formal Meeting of Members, about activities, finances and proposals, may chair such meetings.
- Handle member inquiries about land.
- Communicate with Council about land issues; where required, orient new council to land management laws, policies and practices.
- Develop and review land interest agreements, leases, right-of-way and permits; notifying interest holders of potential expiration or changes.

Application Deadline is: November 28, 2011 by 4:30 p.m.

SALARY: To commence with the Atikameksheng Anishnawbek salary and job classification scale.

On behalf of Chief and Council, please submit cover letter, resume and three current reference letters as well as copies of all diplomas and/or degrees to:

Bonnie Reid, Human Resources Manager
Atikameksheng Anishnawbek
25 Reserve Road
Naughton, Ontario
P0M 2M0

Applications can be submitted electronically to careers@wfn.com (ensure to place the job number in your subject line); by regular mail to the address listed above, or by fax at (705) 692-5010.

For more information, or a complete job description please contact Human Resources at 705-692-3651.

Preference is given to members of the Atikameksheng Anishnawbek.

Meegwetch to all who apply, however, only those selected for an interview will be contacted.