



Stó:lō Service Agency - Human Resource Office

Building #8-7201 Vedder Road
Chilliwack, BC V2R 4G5

June 28, 2021

MANAGER FOR RESEARCH AND SPECIAL PROJECTS (EXTERNAL)

Stó:lō Service Agency requires the services of a qualified **Research and Special Project Manager** to fill a vacancy within the **Stó:lō Research and Resource Management Centre (SRRMC) Department**.

The Manager of the Research and Special Projects (RSP) Unit within the Stó:lō Research and Resource Management Centre (SRRMC) oversees all day-to-day operations of the RSP. This includes annual work planning, budgeting, implementation, and reporting as required as part of the overall administration and organization of environmental and special project activities. The Manager works closely with and under the direction of the SRRMC Director. The RSP Manager works collaboratively with the other SRRMC Unit Managers as needed. The RSP Manager has a strong background in a field(s) related to environmental stewardship. Core duties of the RSP Manager are directly linked to providing technical support in all areas of environmental operations connected to directives and initiatives associated with partnerships and/or service arrangements with organizations including the S'ólh Téméxw Stewardship Alliance (STSA), Ts'elxwéyeqw Tribe, and individual Stó:lō First Nations as needed. Core responsibilities of the RSP Manager include senior level participation in and oversight of Major Projects within the engagement/consultation process (STSA-based); Technical Operations focusing on research support needed for the SRRMC, including but not limited to environmental research; direct participation and oversight of RSP research staff in the STSA Collaborative Stewardship Forum and relevant projects; and development and implementation of policies addressing land / environmental stewardship (e.g., environment policy, environmental emergency response, and environmental assessment / cumulative affect assessment processes).

This position will report to the SRRMC Director. The successful candidate will work out of the Central (Chilliwack) office. While COVID-19 related restrictions are in place there will be the option to work remotely. After COVID-19 related restrictions have been lifted, there will be the option of working remotely on a part-time basis, subject to performance review.

QUALIFICATIONS/REQUIREMENTS:

- Applicants must hold a Bachelors' degree (Masters' degree is preferable) or have equivalent experience in a relevant field including Biology, Ecology and Environmental Studies/Science, Natural Resource Stewardship, and Land Use Planning; History / Ethnohistory; and Culture & Heritage-related backgrounds will all be considered.
- Must have experience working collaboratively in team setting.
- Must have experience conducting research and presenting the findings.
- Must have strong skills in verbal and written communication, for example, policy development, proposal writing, briefing note writing, reporting, drafting letters, excellent general communication skills.
- Must be able to take direction and work independently, with minimal supervision.
- Must be committed to learning more about Stó:lō culture and history.
- Must have experience working with budgets and managing project expenses.
- Must have proven training and ability to work on a variety of computer programs including MS Office.
- Should have a demonstrated ability to discuss technical components of process and planning to a wide range of audiences.
- Should be comfortable with public speaking and delivering presentations.
- Should have a general understanding of Stó:lō First Nations, culture, traditions, history, and current land / resource issues.
- Ability to maintain a healthy working relationship with staff, community members, and representatives of other organizations.
- Maintain the confidentiality of all records, materials and communications concerning clients, staff and Stó:lō Service Agency.

Successful candidates will be required to provide the following if screened in for an interview:

- Proof of education documentation
- References: Three names and phone numbers of recent supervisors
- Must possess and maintain a valid Class 5 BC Drivers' License
- Must successfully pass the required pre-employment Ministry of Public Safety and Solicitor General Check.

SALARY RANGE:

To be determined and based on qualifications/experience.

TYPE OF POSITION:

Full-time Term with benefits, subject to 3-month probationary period.

APPLICATIONS DEADLINE:

4:00 PM, Wednesday, July 21, 2021

Candidates will be screened according to the qualifications/requirements. **Interested candidates are required to submit a resume and covering letter.** Please include position title on subject line. Send to:

Stó:lō Service Agency Personnel Department
Bldg. #8 – 7201 Vedder Road
Chilliwack, BC V2R 4G5
Email: jobs@stolonation.bc.ca

For more information about this and other employment opportunities, visit www.stolonation.bc.ca

We regret that we will only respond to those applicants chosen for an interview. We thank all applicants for their interest.