

Shuswap Nation Tribal Council

JOB POSTING

Position: Fisheries Biologist

Internal and External Posting

SNTC Wage Level: 21-9

POSITION PROFILE: The Secwepemc Fisheries Commission (SFC) of the Shuswap Nation Tribal Council (SNTC) is seeking a Fisheries Biologist to assist the Director of Fisheries and other staff with scientific/technical advice and operational support including participating in fisheries engagement processes, planning and delivering projects, and providing technician training and orientation to member Secwepemc communities of the SNTC.

QUALIFICATIONS & COMPETENCIES:

1. Post-secondary degree in environmental studies, resource management, biology or equivalent related discipline is essential;
2. Registered Professional Biologist designation or equivalent preferred;
3. Minimum 3-5 years professional experience in fisheries science or related discipline;
4. Valid Class 5 BC driver's license; driver's abstract may be requested;
5. Other fisheries-related training certificates may be considered assets (e.g., First Aid Level 1 with Transportation Endorsement, Swift Water Rescue, Marine Emergency Duties, Small Vessel Operator Proficiency, and Backpack Electrofishing).

KNOWLEDGE, SKILLS & ABILITIES:

- Knowledge of the biology, life histories, identification, habitat requirements and current management issues of Pacific salmon is essential;
- Knowledge of fisheries projects related to salmon stock assessment, harvest management, habitat assessment and restoration is an asset;
- Experience with a diverse range of fisheries field techniques and equipment is essential;
- Experience working directly for, or in collaboration with, Indigenous organizations is an asset;
- Experience with stakeholder and government relations, and working in groups with multiple and often conflicting interests is an asset;
- Experience with project management including planning, budgeting, supervising technicians, and reporting results is an asset;
- Advanced computer skills with software applications including Microsoft Word, Excel, PowerPoint, and Outlook is essential;

- Excellent communication skills including experience preparing briefing notes, delivering presentations, leading working groups or technical planning committees, writing technical reports and developing funding proposals is an asset;
- Strong organizational and interpersonal skills with leadership, goal setting, time management, decision making, team building, problem solving, and conflict resolution is an asset;
- Ability to travel to remote work sites and work flexible hours when required; and,
- Ability to work from the SNTC offices in Kamloops, BC.

SPECIFIC RESPONSIBILITIES:

- Performs all duties and responsibilities in accordance with the Shuswap Nation Tribal Council policies, standards, and procedures, and as directed by the Director of Fisheries; and,
- Maintains confidentiality on all matters relating to the affairs of the Shuswap Nation Tribal Council.

Scientific/Technical Advice

- Participates in various fisheries engagement processes with external agencies on topics applicable to SFC's strategic goals and objectives;
- Provides technical analysis, advice and recommendations relevant to Secwepemc salmon resource management and policy issues;
- Liaises with government, academia, industry, and other researchers to gather and share information, provide advice, and/or review technical matters related to SFC's strategic goals and objectives; and,
- Provides scientific/technical support on the rationale, objectives, methodologies, and implementation of SFC and/or member bands' fisheries projects.

Project Planning and Delivery

- Assists with developing project concepts, budgets and funding proposals to expand SFC's and/or member bands' fisheries programs;
- Assists with establishing project partnership relationships on behalf of SFC and member bands as required with government, industry, academia, stewardship groups and the general public;
- Collaborates broadly with governments and other parties to identify and develop new work opportunities that will support SFC's organizational development needs.
- Assists with preparing project contracts and/or contribution agreements for internal administrative review;
- Coordinates and manages the operational delivery of various SFC and member bands' fisheries projects and initiatives as required including developing work plans and schedules, providing technician training and orientation, monitoring data collection, and conducting data compilation, analysis, and reporting;

- Supervises field operations and provides project quality assurance / control as required;
- Conducts contract management by liaising with contractors to monitor timelines and progress towards completion of deliverables;
- Reviews contractor narrative reports, financial claims, and other deliverables as necessary.

Education and Outreach

- Participates in stewardship initiatives and community events such as traditional/cultural fishing activities as requested; and,
- Assists in the development and delivery of outreach and education programs as required.

Training and Professional Development

- Participates in relevant professional development training courses, conferences, workshops or other educational opportunities as time and funding permits.

Reporting

- Completes narrative reports for SFC annual program reports as required;
- Prepares technical reports for funding agencies, committees, and/or external partners as required;
- Delivers presentations at various meetings, workshops, conferences, public forums or events as required; and,
- Provides information to Secwepemc leadership, SFC Steering Committee and/or Band Councils as required.

Other

- Performs other duties and responsibilities as necessary in the performance of the position and as assigned by the Director of Fisheries.

TERMS OF EMPLOYMENT:

- Full-time, permanent position;
- Must be willing and able to travel, including overnight on occasion;
- Must be able to handle the rigors of field work;
- Regular hours of work are 7 hours per day, 35 hours per week;
- Job location: Secwepemc Fisheries Commission Office (Kamloops).

CLOSING DATE:

We invite applications consisting of a cover letter and a resume with names of references to be submitted to the Shuswap Nation Tribal Council attention Murray Ross, Director of Fisheries, no later than **4:00 pm Thursday July 6, 2023**.

Secwepemc Fisheries Commission
c/o Shuswap Nation Tribal Council
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To learn more about SNTC and SFC, please visit us at <https://shuswapnation.org/> or on Facebook at <https://www.facebook.com/secwepemcfisheries/>

This job posting may remain open until a qualified candidate has been hired. SNTC hires based on merit and is committed to employment equity. We encourage all qualified persons to apply, however, in accordance with the SNTC Human Resources Policy and pursuant to the BC Human Rights Code, the first priority may be to hire qualified persons of Secwepemc ancestry.

Shuswap Nation Tribal Council thanks all applicants for their interest, however, only those selected for an interview will be contacted.