



## Quatsino First Nation Position Profile *Fisheries Manager*

### Position Summary:

The Fisheries Manager is responsible for all programming within the department which represents a wide variety of initiatives and projects that include planning and the operational management of natural resources such as water, fish and wildlife with the goal of ensuring long-term sustainability throughout the Quatsino Nation's marine territory.

### Primary Responsibilities:

- Managing the Aboriginal fisheries activities within the traditional territory
- Coordination of policy and program development in the area of QFN fisheries management and related activities
- Manage QFN and Gwabalís commercial fishing licenses, maintain accounting Licensing Systems, renew and issue licenses, issue lease agreements, process payments
- Management of QFN's Aboriginal Fisheries Strategy agreement with DFO, and other related contracts & government agencies reporting requirements for the fisheries department
- Liaise with government and industrial agents in areas impacting QTT Lands and Resources
- Develop a program and supervise the Quatsino Fisheries Guardians (2-3 staff, vessel and vehicle)
- Work in collaboration with Quatsino Economic Development Corporation fisheries vessel Ocean Joye
- Commitment to maintain confidentiality in communications both internally and externally
- Maintain schedule, work plan, budget & reporting required by QFN
- Maintain up to date Food Social & Ceremonial (FSC) permit system, arrange community food fishery, verify catch, participate in distribution
- Management of fisheries staff and ensuring adherence to QFN policy and procedures
- Incorporate Fisheries & Oceans guidelines & authority into QFN fishery work plans
- Ability to work well with all levels of internal management and staff

### Qualifications:

- Bachelor of Science in a related discipline (Biology or Natural Resources) an asset
- Membership in the College of Applied Biology, Registered Professional Biologist (RPBio) an asset
- 3-5 years previous experience in a similar role
- Experience in working with science and engineering consultants
- Experience applying for grant writing and grant administration
- Cultural safety training, knowledge of historical colonial impacts on the QFN people considered an asset
- Knowledge of Rights and Title of the QFN territory
- Computer skills including Microsoft office required
- Valid Class 5 BC Drivers licence

### Working Conditions

- Work is performed primarily at the QFN Band Office. Some work in the field is required from time to time

**Please note:** Only those chosen for an interview will be contacted and salary to commensurate with qualifications and experience.

**Please direct any questions and/or cover letters, resumes complete with three references, and a criminal record check to:**

Quatsino Band Council  
Attn: Cary-Lee Calder, Band Manager  
305 Quattishe Rd V0N1K0

Tel: 250-949-6245, Fax: 250-949-6249, Email: [ea@quatsinofn.ca](mailto:ea@quatsinofn.ca)