



## Quatsino First Nation

305 Quattishe Rd  
Coal Harbour, B.C  
V0N 1K0

Phone: (250) 949-6245

Fax: (250) 949-6249

### **Employment Opportunity Quatsino First Nation Fisheries Manager Full-time Position (35 hours per week)**

The Quatsino First Nation is seeking a full-time fisheries manager to coordinate the day-to-day operations of the Fisheries Program. We are looking for someone who is well organized, and has knowledge and experience in biology and natural resources. The ideal candidate will work well independently, and as an effective team member. The ideal candidate will also have strong computer skills and the ability to interpret and enforce policy. This individual will have expertise in developing strong partnerships with funding agencies and other valuable partners.

#### **Position Summary:**

Reporting to the Director of Lands and Resources, the Fisheries program 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 lands and 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 Gwabalis commercial fishing licenses
- Management of QFN's Aboriginal Fisheries Strategy agreement with DFO
- Management of other related contracts, including Canadian Food Inspection Agency and Environment Canada
- 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

#### **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
- Valid Class 5 BC Drivers licence



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### Knowledge and skills:

- Respect and knowledge of Quatsino First Nation culture
- Cultural safety training, knowledge of historical colonial impacts on the QFN people considered an asset
- Knowledge of Rights and Title of the QFN territory
- The desire to advocate for the best of the QFN Nation and territory
- Maintain up to date Food Social & Ceremonial (FSC) permit system, arrange community food fishery, verify catch, participate in distribution
- Incorporate Fisheries & Oceans guidelines & authority into QFN fishery work plans
- Align First Nation Fisheries Council advancements into QFN work plans as needed
- Excellent communication skills with the ability to work with people from various backgrounds related to first nation fishery management
- Maintain account with DFO's National On-line Licensing System (NOLS) and AFS, renew and issue licenses, issue lease agreements, process payments
- Maintain schedule, work plan, budget & reporting required by QFN
- Manage all additional contracts & government agencies reporting requirements for the fisheries department
- Regular meeting and reporting to QFN Lands & Resources and Band Manager
- Commitment to maintain confidentiality in communications both internally and externally
- Management of fisheries staff and ensuring adherence to QFN policy and procedures
- Computer skills including Microsoft office required

While we thank you for your interest in working with the Quatsino First Nation, only those short listed will be contacted.

Please apply with cover letter and resume to: **Posting will remain open until filled**

Attention:

Cary Lee Calder, Band Administrator

305 Quattishe Rd

Coal Harbour, BC V0N 1K0

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Fax: 250-949-6249

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