



## *Tk'emlúps te Secwépemc*

(Kamloops Indian Band)

# JOB POSTING

Tk'emlúps te Secwépemc (TteS) is a fast-growing vibrant organization committed to the development and progress of its Band Members and Community. As such, the TteS invites applications from qualified, highly motivated and dynamic individuals to fill the following position.

**POSITION TITLE:** Environmental Specialist  
**DEPARTMENT:** Lands, Leasing & Tax Department  
**SUPERVISOR:** Manager, Lands, Leasing & Tax  
**TERMS:** Full Time  
**REFERENCE #:** 2021 - 003

### **PURPOSE OF POSITION:**

The purpose of this position is to provide analysis, advice, and recommendations related to environmental assessment on TteS lands accordingly based on various Laws, Bylaw, Regulations and Acts. The Environmental Specialist takes on multiple projects to enhance community goals and provides training and other expert services related to TteS capacity building in the fields of environmental protection and resource management.

### **DUTIES AND RESPONSIBILITIES:**

1. Provides expert analysis, advice, and recommendations related to environmental assessment on TteS lands accordingly, based on various laws and regulations to ensure environmental compliance. (95%)
  - Plans, designs and implements projects to assess the environmental impacts of a wide range of proposals of varying, complexity, coordinate the remediation of contaminated sites, and develop environmental management plans with the TteS.
  - Handles phone enquiries and drafts correspondence and responses dealing with environmental matters for the signature of Manager, Lands, Leasing & Tax and Indigenous Services Canada (ISC).
  - Develops and incorporates ideas, programs, and other relevant processes to reduce risk to TteS and are conducive to TteS environmental values and standards (e.g. Species at Risk projects).
  - Coordinates, monitors and evaluates on-site inspections for environmental screening decisions, audits complaints, and full environmental assessments with environmental consultants, leasing officer(s), and stakeholder(s).

- Monitors the compliance of site permits as well as any mitigation, remediation for any concerns or issues addressed in the environmental screening decision and/or lease provisions.
  - Creates policy and writes environmental by-laws as applicable.
  - Evaluates and monitors environmental risk of existing and potential lease-hold operations on TteS lands, to ensure compliance with Federal, Provincial and TteS Laws, Bylaws, Regulations and Acts..
  - Performs all duties and responsibilities in accordance with the TteS policies, standards, and procedures.
  - Maintains confidentiality on all matters relating to the affairs of TteS.
2. 5% Other related duties as necessary.

### **QUALIFICATIONS, KNOWLEDGE AND OTHER SKILLS:**

#### **Professional Certification, Education and Experience**

- Bachelor's Degree in Biology, Chemistry, Environmental Studies, Natural Resources, or Engineering, or a related applicable field plus a minimum of 2 years field experience.
- Or completion of natural resources / environmental diploma with 3 to 5 years field experience.
- Experience or training in environmental law would be an asset.
- Must possess experience writing and reviewing environmental assessments, and audits, making environmental recommendations to advance leasing objectives.
- Must possess spills management and hazardous materials training.
- Prefer Bear Aware training.
- Prefer First Aid training and wilderness survival skills training.
- Prefer experience working with First Nations and ISC.

#### **Skills and Abilities**

- Demonstrated experience and ability building and maintaining cooperative and productive relationships and effectively liaising with internal and external stakeholders.
- Good oral and written communication skills.
- Strong organizational, coordinating and planning skills.
- Ability to verify, research and collect data and prepare reports and other documents.
- Proven ability to set priorities and meet deadlines.
- Ability to take initiative.
- Strong tact and diplomacy.
- Strong knowledge of the Canadian Environmental Assessment Act and the Canadian Environmental Protection Act is essential.
- Experience with environmental regulations enforcement is an asset.
- Strong knowledge of Species at Risk regulations would be an asset.
- Demonstrated Project Management and Leadership Skills.
- Proficient use of Microsoft Office and Microsoft Outlook applications.

- Proficient use of Geographic mapping tools, GPS and GIS mapping systems. Digital photographic equipment, water quality testing and air sampling equipment and all associated safety equipment is required.
- Must have strong teamwork, cooperation, service orientation, problem solving and judgement skills.
- Ability to work in multi-cultural settings.

**HOURS OF WORK:** Normal Day shifts – 7 hours. Non-normal shifts maybe required.

**PAY GRADE:** As per current TteS wage grid.

Tk'emlúps te Secwépemc thanks all applicants for their interest, however, only those selected for an interview will be contacted.

In accordance with Section 16(1) of the *Canadian Human Rights Act* and pursuant to Section 42 of the BC Human Rights code, it is TteS Policy to practice preferential hiring for Aboriginal peoples. Candidates who wish to qualify for preferential consideration must self-identify.

## **Deadline for the Job posting is January 29, 2021 by 2:00pm**

**Submit Job Application Form, cover letter, resume, and references  
online: <https://tkemlups.ca/employment>, by fax: 250.828.9847,  
or in person, at our Human Resources office #200 – 330 Chief Alex Thomas Way.  
Office Hours are Monday to Friday 8:00 a.m. to 4:00 p.m. &  
closed for lunch from 12:00pm to 1:00pm**

**We require each applicant to fill out  
an online application form which can be found at: <https://tkemlups.ca/employment/>**

**Any late submissions or submissions without the job application form will not be considered.**