



McLeod Lake Indian Band

General Delivery, McLeod Lake, BC V0J 2G0
Main Office (250) 750-4415 Fax: (250) 750-4420

Job Posting Land Referrals Officer

The Land Referrals Officer is located in both McLeod Lake and Chetwynd and is mandated to manage provincial government resource development referrals and information sharing engagement with industry and the private sector on behalf of MLIB within their traditional territory. Provincial government referrals and information sharing efforts are directed to the Lands Referrals Office (LRO) where staff, based upon existing MLIB land use planning, cultural and resource data, work with the participating First Nations in responding to the referrals.

The MLIB Land Referrals Officer, working in a team is responsible for the following, (but not limited to) specific duties:

Key Responsibilities:

- Analyzing industry referrals and information sharing files and providing technical advice to participating First Nations regarding the proposed industrial operations (Forestry, mining, power generation, etc.).
- Interacting with participating First Nations in developing referral and information sharing responses.
- Liaising with provincial government and licensee representatives regarding industrial referrals and information sharing files.
- Facilitating dialogue between applicable First Nations and provincial government and licensee representatives. This may occur in the office or field.
- Represent McLeod Lake Indian Band and its corporations at industry and government conferences as required.
- Review referrals by government to identify any issues or concerns regarding the land and determine whether or not a site visit is required; if a site visit is required, ensure that all environmental, historical and cultural issues are addressed.

Education and Experience:

- Diploma, degree or 2 years' work experience in forest management or related field.
- Ability to work individually on projects and as part of a team.
- Problem-solving skills.
- Proven verbal and written communication skills.
- Ability to complete tasks in a timely and professional manner.
- Ability to use Microsoft Excel and Word programs.
- A Class 5 Drivers license and vehicle.

The position will be located at the offices of McLeod Lake and will require in-person work. The hours of work will vary and include evening and weekend work. Transportation may be provided from Prince George or Mackenzie.

Please submit resumes and cover letters to:

Attention: HR Advisor

Email: hrdept@mlib.ca

Deadline to apply: June 20, 2024

Posted: June 05, 2024