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## CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION

# **EMPLOYMENT OPPORTUNITY**

## **LANDS MANAGER – FULL TIME**

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<b>PROGRAM AREA:</b>	LANDS DEPARTMENT
<b>POSITION TITLE:</b>	LANDS MANAGER
<b>REPORTING PROTOCOL:</b>	REPORTS TO THE FIRST NATION MANAGER/CEO/DESIGNATE

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**POSITION SUMMARY:** Reporting to the CEO, the ideal candidate for Manager, Lands & Environmental Stewardship will have strong management and administration skills and preferably knowledge of Chippewas of Kettle & Stony Point First Nation, its land use, history, and culture. The Manager's primary responsibility is to assert Chippewas of Kettle & Stony Point's rights on Crown lands within the traditional territory. This will be done through communications with CKSPFN citizens, Council, and staff. They will ensure Chippewas of Kettle & Stony Point's relationship with the lands, waters, and resources by providing important advice to citizens, Council, and staff on the administration of laws and policies related to land administration, land and resource management, land use planning, environmental management, fisheries, and land development. **The Manager will oversee the operation of the department through planning, budgeting, monitoring and staff supervision.**

### **EDUCATION/PROFESSIONAL REQUIREMENTS:**

- Degree or diploma in one or more of the following: Natural or renewable resource management, environmental studies, land management, or similar field
- Five (5) or more years' experience in land and resource management or a related field
- Five (5) or more years working with First Nations communities
- Five (5) or more years in a management role
- Driver's License

### **SKILLS REQUIRED:**

- Familiarity with Federal and Provincial funding regimes
- Knowledge of land management issues and legislation affecting First Nations locally, regionally, and nationally
- Knowledge of the principles and practices of land resource planning and management.
- Strong working knowledge of Microsoft Office software suites
- Working knowledge of IRSL and GIS abilities
- Demonstrated ability to research and synthesize large amounts of information in preparation of briefing notes, reports, and other communication tools
- Ability to identify critical lands and resource management areas through citizen consultation and respond to citizens concerns and issues raised
- Strong communication skills
- Ability to problem solve
- Ability to prioritize and rank issues in relation to the overall goals
- Time management and organizational skills

- Ability to assume responsibility and meet deadlines
- Ability to manage projects
- Ability to research, analyze and develop strategic goals, work plans, and policies and procedures
- Excellent organizational skills

**PREFERENTIAL HIRING REQUIREMENTS:**

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN' General Principles of the Human Resource Management Policy, section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.
- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide a copy of their Diploma and other related certificates
- Applicants must consent to a full background check upon hiring.

PLEASE SUBMIT YOUR COVER LETTER AND DETAILED RESUME  
BY CLOSING DATE – NOVEMBER 28<sup>TH</sup>, 2024

TO: Chippewas of Kettle & Stony Point First Nation,  
ATTN: **HR – Lands Manager**  
**Email to: [hr.assistant@kettlepoint.org](mailto:hr.assistant@kettlepoint.org)**  
**Mail to: 6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1**  
**Fax: 519-786-2108**

*A full Job Description is available: contact the HR assistant at [hr.assistant@kettlepoint.org](mailto:hr.assistant@kettlepoint.org)  
Interviews will be scheduled shortly after the closing date.*

ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT