



Employment Opportunity Lands Manager

MGBHLM is seeking a Full Time Lands Manager. The Lands Manager will oversee, negotiate, and implement any lands and resource issues. This will be done by meeting our current needs and sustaining these resources for future generations. The Lands Manager will assist the Chief & Council and their representatives to promote awareness and development of strategies for these issues, while monitoring changes to government policies, legislation and funding.

JOB DUTIES AND RESPONSIBILITIES:

- Develop and maintain a data management system as it pertains to lands record
- Negotiation and preparation of most land management instruments (i.e. leases, permits, allotments) using departmental standard templates.
- Confirm survey requirements are met.
- Ensure appraisals are conducted as necessary.
- Prepare Land Transaction Information Report (land status report, encumbrance check).
- Prepare Land Transaction Checklist to confirm that registration requirements have been met.
- Monitor and ensure compliance related activities associated with land and natural resources transactions.
- Receive and forward particular registration to proponents including copies of executed documents if applicable.
- Follow applicable legislation, departmental policies and operational guidelines (i.e. Land Management Manual) to manage on-reserve activities.
- Evaluate land use applications for environmental compliance.
- Oversee land surveys.
- Collaborate on Land Use Planning (LUP) with Public Works and Housing Department.
- Implement the Reserve Land and Environment Management Plan.
- Performs all duties and responsibilities in accordance with the OKIB policies and procedures.

EDUCATION:

- Professional Land Management Training and Certification or willing to obtain.
- Degree or Diploma in one or more of the following: Natural or renewable resource management, environmental studies, land management, urban land planning, real estate development or similar fields.

EXPERIENCE:

- Familiarity with Federal funding regimes.
- Five or more years of Financial Management experience.
- Demonstrated ability to research and synthesize large amounts of information in preparation of briefing notes, reports and other communication tools.
- Ability to identify key factors through community consultation and respond to community concerns and issues raised Competencies (KSAs & Desired Attributes).

Deadline: Until Filled

HOW TO APPLY:

Email: human.resources@mosquitofn.ca

Please submit your resume with cover letter outlining your interest to:
Human Resources Department
Mosquito, Grizzly Bear's Head, Lean Man First Nation

