



## **Dawson Regional Planning Commission**

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### **Land Use Planner** (\$65,000-\$75,000)

#### **Position Description**

##### **Introduction**

As mandated by Chapter 11 of the Yukon Umbrella Final Agreements, the Dawson Regional Planning Commission (DRPC) is a six member public board responsible for producing a regional land use plan for the Dawson area.

##### **Duties and responsibilities**

Reporting to the Senior Planner the Land Use Planner will perform the following duties:

##### Land Use Planning

- Coordinate the production of planning documents including needs definition; engagement and participation of plan partners; obtaining data and information from others such as the Yukon departments of Environment, Tourism and Culture, Energy Mines and Resources and Tr'ondëk Hwëch'in departments of Natural Resources and Heritage; preparing draft documents for circulation and comment; follow up and liaison with plan partners and stakeholders to publish final document.
- Collect, assemble, analyze and interpret a variety of land and resource related technical information, including but not limited to wildlife, fisheries, biophysical attributes, non-renewable economic resources, resource management guidelines and cumulative effects management strategies. Develop protocols and guidelines for analysis & interpretation of land and resource data including representation in map and text formats.
- Develop goals, objectives, strategies, and approaches for land use and resource management, according to principles of sustainable development;
- Prepare preferred and alternative land use plan options/scenarios to guide the Commission in development of the Recommended Land Use Plan;
- Develop and recommend to the Commission socio-economic and environmental performance indicators for application toward land use planning tracking & reporting requirements;
- Identify land use plan implementation issues and assist in development of plan adoption and implementation strategies including co-management and participation requirements for both government and non-government agencies;

### Communication with Commission, Planning Partners and Public

- Coordinate and facilitate meetings & workshops with the public and planning partners;
- Coordinate and assist with the production of technical information packages and correspondence to Governments, First Nations and the public;
- Develop new contacts and partnerships with stakeholders and strengthen existing partnerships with co-management groups such as Porcupine Caribou Management Board, Yukon Salmon Sub-Committee, Yukon Environmental and Socio-Economic Assessment Board and others;
- Give technical and plain language presentations on resource assessment methods and findings to various audiences at public consultation events, conferences, and workshops
- Maintain effective working relationship with all plan partners, stakeholder groups and the public

### Other related duties

- Prepare and publish research findings in technical reports and peer reviewed journals;
- Participate in field data collection
- Periodic travel to Yukon communities for short durations for the purpose of Commission meetings, workshops and public consultation events.

### Financial Responsibility

- Assist in the preparation of annual work plans and budgets;
- Track and administer contract timelines and deliverables;

### Management/supervision of human resources

- Prepare and oversee task-specific work plans for support staff and contractors;
- Assign work to GIS support staff and Financial Administrator, as required;
- Assist with task descriptions and terms of reference for technical contracts;
- Participate in performance reviews of regional planning team

### **Work Environment**

The Land Use Planner will work as part of a regional planning team including the Senior Land Use Planner, a GIS/Data Technician, a Financial Administrator and technical representatives of the plan partners. The location of work will be the DRPC office in Dawson City, Yukon. Occasionally, travel and short-term visits to the communities will be required.

The workplace is a self-directed, participatory and consensus decision-making environment, where both individual and team effort will be required to meet the demands of the Commission and achieve the goals of their land use planning processes. Highly complex analytical work will be required.



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### **Land Use Planner Statement of Qualifications**

**R: Required Qualification**

**D: Desired Qualification**

#### **Education:**

- **R:** successful completion of a land and resource management, geography or planning related post-secondary education program.

#### **Work Experience:**

- **R:** minimum 3 years work experience in land and resource management, land use planning, or optimally the application of land and resource management approaches and information in a land use planning context.
- **D:** given the high values northern communities and First Nations cultures place on wildlife and fisheries values, demonstrated experience in balancing wildlife and fisheries values and resource development issues is desirable.

#### **Knowledge, Skills and Experience:**

- **R:** knowledge of land and resource management approaches, techniques and principles;
- **R:** Knowledge and awareness of Yukon First Nation Final Agreements and culture;
- **R:** ability to analyze, interpret, report and make public presentations on a variety of technical land and resource management related information;
- **R:** strong communication skills, both oral and written - ability to communicate effectively with all levels of Government, First Nations, industry and the public;
- **R:** ability to work with a variety of people with potentially differing views, values and beliefs;
- **R:** knowledge of and proficiency using GIS (e.g. ArcGIS), remote sensing and image manipulation tools, landscape simulation software (e.g. ALCES), office productivity software (e.g. MS-Word, MS-Excel, MS-Access) and the use of the Internet as a research tool and information distribution medium;
- **D:** knowledge of important Yukon players in industry, government departments and First Nations as they relate to the Commission's mandate under Chapter 11 of the Umbrella Final Agreement; and
- **R:** ability to travel to Yukon communities for short durations for the purpose of Commission meetings and/or workshops.

**Personal Suitability:**

- **R:** effective interpersonal relationships;
- **R:** ability to work in teams and independently;
- **R:** ability to communicate and interact in cross-cultural settings;
- **R:** ability to prioritize tasks and take initiative on projects; and
- **R:** discretion, commitment, tact, dependability and thoroughness.