



Dawson Land Use Planner Job Description

Location: Dawson City or Whitehorse

Working hours: This position is very flexible. We would consider a part-time or full-time (37.5 hours/week) position.

Salary: \$43.27 – \$49.92/hour

Term: We have funding for this position until March 31, 2025. It is very likely that the planning process will extend beyond this timeline and therefore this position will be extended.

Timeline: Position open until filled. Applications accepted on a rolling basis and interviews will begin on August 5, 2024.

To apply for this position: Please submit your cover letter and resumé to kirsten@planyukon.ca.

For more information about this position: Contact Kirsten Reid, Senior Planner for Dawson Regional Planning Commission: kirsten@planyukon.ca or (867) 667-7397 ext. 4.

We support the intent of Article 22.4 of the Yukon Umbrella Final Agreement. Accordingly, we seek to hire members of Yukon First Nations, when qualified candidates are found. Therefore, all applicants are asked to indicate whether they are members of a Yukon First Nation.

As other positions become available, applicants may also be considered for future positions within the Dawson Regional Planning Commission and Yukon Land Use Planning Council.

Context:

First Nation reconciliation and upholding land claim agreements are priorities in the planning process. It is important that the process fulfills the spirit and intent of the Yukon First Nations' Final Agreements, in general and specifically as related to Chapter 11 of the Tr'ondëk Hwëch'in Final Agreement.

The Commission is an independent board composed of six citizen planners, appointed under the THFA.

In June 2022, the Commission submitted their Recommended Regional Plan to the Government of Yukon and Tr'ondëk Hwëch'in (the Parties) for their consideration. The Parties will soon inform the Commission about their decision to either accept, reject, or modify the Recommended Plan.

Role:

Reporting to the Senior Land Use Planner, the Land Use Planner assists with a variety of planning tasks for the Dawson Regional Planning Commission, within the parameters of Chapter 11 of Tr'ondëk Hwëch'in Final Agreement (THFA). The Land Use Planner will support the continuation of the regional planning process which may include the production of a Final Recommended Plan and involvement in implementation of the approved plan.

Duties and Responsibilities

Planning Duties:

- Lead local communication and engagement regarding the land use plan.
- Enlist the support and participation from plan partners, the public, the Yukon Government, Tr'ondëk Hwëch'in, and others involved in the planning process.
- Assist in the production of a final recommended land use plan, including related planning documents.
- Assist in delivering planning products on time and according to the workplan contained in *Terms of Reference: Dawson Regional Planning Commission, Updated 2019* and the annual workplan.
- Prioritize activities to meet the objectives of the THFA related to Land Use Planning and DRPC Terms of Reference.
- After the production of the final recommended land use plan, assist with subsequent planning projects such as subregional planning.

Communication with the Commission, Planning Partners and the Public:

- Attend and assist in the coordination of Commission meetings and Technical Working Group meetings.
- Assist the Senior Planner with public meetings and workshops.

- Assist with the production of technical information packages for the Commission and correspondence to the Parties and the public.
- Assist in establishing and maintaining effective working relationships with plan partners and stakeholders such as industry associations, non-profit organizations, and other UFA boards.

Other:

- Periodic travel to Yukon communities for the purpose of workshops and public engagement events.

Work Environment:

The work environment is a self-directed, team participatory and consensus decision-making environment, where individual and teamwork will be required to meet the demands of the position and to assist the Commission achieve the objectives of the land use planning process.

This position works in an office environment, with travel required for meetings and workshops.

Dawson Land Use Planner Statement of Qualifications

R: Required Qualification

D: Desired

Education:

R: Post-secondary education in land use planning, resource management, geography or a related field **OR** experience in land use planning, resource management, or an equivalent field.

Work Experience:

D: Minimum of one (1) year of work experience in land use planning, resource management or a related field, or an acceptable combination of education, training, and experience.

D: Experience working on a project/initiative or in a working group that involves a collaborative process.

D: Experience working in a cross-cultural environment, for example with First Nations governments and/or northern environments.

D: Experience in First Nation consultation, public engagement, environmental assessment, and policy development.

Knowledge, Skills and Experience:

R: Knowledge of Chapter 11 of the Umbrella Final Agreement and Tr'ondëk Hwëch'in Final Agreement mandate of the Commission, as well as legislation, regulations, and policies related to land use planning, environmental assessment, and resource management.

R: Ability to communicate and facilitate effectively with the Commission, all levels of Government, First Nations, industry, and the public, including the writing of briefing notes, correspondence, and reports.

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 and ability to communicate effectively with all levels of Government, First Nations, industry, and the public.
- R:** Knowledge and awareness of Yukon First Nations Final Agreements and culture.
- R:** Proficiency in the use of Microsoft Office and the Internet as a research tool and information distribution medium. Experience in web-design and social media would be an asset.
- D:** Knowledge of land use planning and resource management theory, approaches, techniques, and principles.
- D:** Knowledge of and proficiency using GIS (ArcGIS - ArcView), desktop publishing tools.
- D:** Knowledge or experience related to consensus-based processes involving multiple parties.
- D:** Knowledge of land and resource issues, challenges, and opportunities in the Dawson planning region.
- D:** Knowledge of important Yukon stakeholders in industry, government departments and First Nations as they relate to Land Use Planning processes.

Personal Suitability:

- R: Respectful:** Strong interpersonal skills and ability to foster respectful relationships with a variety of people.
- R: Open-minded:** Not biased heading into discussions.
- R: Multitasker:** Can prioritize tasks and work on multiple projects.
- R: Flexible:** Available to travel to Yukon communities for short durations for the purpose of Commission meetings and/or workshops.
- R: Adaptive:** Ability to work in a dynamic and evolving environment, adapt to changing priorities, and manage multiple projects and deadlines; a flexible and collaborative mindset can accommodate diverse perspectives and navigate complex land use issues.