

Apply By: Friday, October 29, 2021 11:59 pm EDT



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Job Information

DISTRICT RESOURCE LIAISON SPECIALIST

Organization:

Ministry of Northern Development, Mines, Natural Resources and Forestry

Division:

Regional Operations Division / Northwest Region

City:

Red Lake

Job Term:

1 Permanent

Job Code:

05513 - Community Development Officer 3

Salary:

\$1,297.46 - \$1,613.29 Per Week*

*Indicates the salary listed as per the OPSEU Collective Agreement.

Understanding the job ad - definitions

Posting Status:

Open Targeted

Job ID:

169791



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Are you a skilled communicator with a sound grasp of natural resource management and solid experience building effective relationships with Indigenous communities and non-Indigenous stakeholders? If so, consider this your niche as a District Resource Liaison Specialist.

What can I expect to do in this role?

In this challenging opportunity, you will:

- provide advice, plan and lead Indigenous programs and initiatives
- promote understanding, co-operation and participation in the ministry's sustainable resource management programs with a focus on lands and resource allocation with communities and other users
- act as the ministry representative or advisor in resource and issue negotiation with Indigenous communities and associations
- prepare budget submissions and explore funding options as well as authorize and track expenditures for Indigenous and non-Indigenous programs and initiatives within communities

- assist in the development and delivery of community outreach initiatives to non-Indigenous communities

How do I qualify?

Mandatory

- You possess a valid class 'G' driver's licence or equivalent as recognized by the province of Ontario.

Specialized Knowledge:

- You possess extensive knowledge and understanding of Indigenous culture, social and economic issues, concerns, legislation, policies and communities within the service area.
- You have thorough working knowledge of resource management principles, practices, policies and procedures and initiatives.

Communication and interpersonal skills:

- You have proven conflict resolution and facilitation skills to negotiate and build consensus on resource management issues.
- You demonstrate abilities to foster effective relationships with stakeholders including Indigenous and non-Indigenous communities and associations.
- You have the ability to provide advice and information effectively and produce written products such as media releases, articles, issue sheets, briefing notes, reports and correspondence.

Analytical and problem-solving skills:

- You have demonstrated ability to research and analyze information and data to respond to requests, issues and/or concerns.
- You are able to apply policies, procedures and directives to determine/recommend solutions and provide issues management support.

Administrative skills:

- You possess proven skills to prepare work plans/budgets and track and monitor expenditures/deliverables.
- You are able to prioritize, coordinate and complete work in given timeframes.

OPS Commitment to diversity, inclusion, accessibility, and anti- racism:

We are committed to build a workforce that reflects the communities we serve and to promote a diverse, anti-racist, inclusive, accessible, merit-based, respectful and equitable workplace.

We invite all interested individuals to apply and encourage applications from people with disabilities, Indigenous, Black, and racialized individuals, as well as people from a diversity of ethnic and cultural origins, sexual orientations, gender identities and expressions.

Visit the [OPS Anti-Racism Policy](#) and the [OPS Diversity and Inclusion Blueprint](#) pages to learn more about the OPS commitment to advance racial equity, accessibility, diversity, and inclusion in the public service.

We offer employment accommodation across the recruitment process and all aspects of employment consistent with the requirements of Ontario's [Human Rights Code](#). Refer to the application instructions below if you require a disability-related accommodation.

Additional Information

Address:

- 1 Permanent, 227 Howey St, Red Lake, North Region

Compensation Group:

Ontario Public Service Employees Union

Understanding the job ad - definitions

Schedule:

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Category:

Lands and Resources

Posted on:

Thursday, October 7, 2021

Note:

- N-NR-169791/21

The information that you provide for the purpose of this competition and the results from this competition may be used to fill other positions. These positions may be of various tenures, including short-term assignments. Your information and the results from this competition will be retained for the purpose of filling vacancies in accordance with the applicable collective agreement or policy provisions.

How to apply:

1. You must apply online by visiting www.ontario.ca/careers. You must enter the job id number in the Job ID search field to locate the job ad.
2. Your cover letter and resume combined should not exceed five (5) pages. For tips and tools on how to write a concise cover letter and resume, review the [Writing a Cover Letter and Resume: Tips, Tools and Resources](#).
3. Customize your cover letter and resume to the qualifications listed on the job ad. Using concrete examples, you must show how you demonstrated the requirements for this job. We rely on the information you provide to us.
4. Read the [job description](#) to make sure you understand this job.
5. OPS employees are required to quote their WIN EMPLOYEE ID number when applying.
6. If you require a disability related accommodation in order to participate in the recruitment process, please [Contact Us](#) to provide your contact information. Recruitment Services staff will contact you within 48 hours.

Please be advised that the results of this competition may be used to form an eligibility list of qualified candidates to potentially fill future vacancies represented by the Ontario Public Service Employees Union (OPSEU). In accordance with the Collective Agreement, eligibility lists are shared with OPSEU representatives. By applying to this competition, you are providing consent that your name may be shared with OPSEU representatives.

All external applicants (including former employees of the Ontario Public Service) applying to a competition in a ministry or Commission public body must disclose (either in the cover letter or resume) previous employment with the Ontario Public Service. Disclosure must include positions held, dates of employment and any active restrictions as applicable from being rehired by the Ontario Public Service. Active restrictions can include time and/or ministry-specific restrictions currently in force, and may preclude a former employee from being offered a position with the Ontario Public Service for a specific time period (e.g. one year), or from being offered a position with a specific ministry (either for a pre-determined time period or indefinitely). The circumstances around an employee's exit will be considered prior to an offer of employment.

Remember: The deadline to apply is **Friday, October 29, 2021 11:59 pm EDT**. Late applications will not be accepted.

We thank you for your interest. Only those selected for further screening or an interview will be contacted.

The Ontario Public Service is an inclusive employer.

Accommodation is available under the [Ontario Human Rights Code](#) .