



Ginoogaming First Nation Job Description

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Position Title:

Environmental Guardian

Department:

Economic Development

Supervisor:

Director: Economic Development

Position Overview:

Ginoogaming First Nation (GFN) is involved in supporting the conservation and protection of fish and fish habitat, and in developing an environmental guardians and stewardship program throughout the homelands. Identifying, documenting, and monitoring the status of our water bodies and the fish we eat is crucial to inform plans to manage the lands and waters, and mitigate any potential challenges. The people of GFN depend on the waters for food and it is important to be on the homelands with the people to help identify and discuss observations they see in the waters and in the fish that they are harvesting.

GFN is currently looking for a full-time **Environmental Guardian** (Guardian). The Guardian will be responsible for GFN's emerging environmental stewardship programming, including a fisheries program project. In partnership with other GFN staff, the Guardian will plan and host outreach sessions on environmental programs within the community, conduct interviews to gather knowledge of the lands and waters, and participate in field research projects and fish habitat training programs. The Guardian will also be responsible for communicating these events in various ways (such as social media and newsletters).

General duties include:

Strategic and Operational Planning

Responsibilities:

- Advertise, promote, and coordinate community gatherings, engagement sessions and Open Houses.
- Conduct interviews with community members about the lands and waters, and cultural knowledge.
- Record/communicate information collected at Open House events, group discussions and interviews.
- Collect information related to fish and fish habitat from relevant sources, including fish specialists (contacts provided through support from Four Rivers).
- Communicate project activities to the GFN community through generating and distributing information newsletters and providing updates on the community website/social media.
- Work with GFN staff to support their projects pertaining to lands and waters.
- Conduct field work (training provided).
- Receive training and mentorship from Four Rivers (part of Matawa Tribal Council).



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- Actively collaborate with preparation of correspondence and reports.
- Other duties as assigned by the Lands & Resource Coordinator.

Program and Service Delivery Management

- Ability to work individually and as a team
- Organize community events/activities/workshops that are: culturally-based
- *Include Community and Stakeholder Relations*

Working Relationships

- *Economic Development Department*
- *Four Rivers, Matawa*
- *Ministry of Natural Resources*
- *Ginoogaming Membership*

Performs other duties and responsibilities as necessary in the performance of the position and as assigned by Chief and Council.

Knowledge, Skills and Abilities:

- Passion for and willingness to learn more about the natural environment.
- Ability to work efficiently, give attention to detail, and meet deadlines.
- Must be a good team player and be able to multi-task.
- Self-motivated and able to work independently, with minimal or no supervision/instructions.
- Organizational and administrative skills preferred.
- Interpersonal and communication (oral and written) skills.
- Experience with basic computer applications (Microsoft Word, email, social media).

Experience and Education Requirements:

- Ontario Secondary School Diploma
- Interest in and experience with traditional activities, fishing, and the outdoors.
- Understanding of First Nations culture, environmental concerns, and traditional values.
- Valid driver's license (or ability to obtain a driver's license within 6 months of hiring).

Environmental Conditions (*optional*):

- **Physical Effort:** Moderate physical effort will be required with walking in the forest and water banks, bending, lifting and testing
- **Physical Environment:** Work is primarily in an office environment with regular outdoor requirements and public forums
- **Sensory and Mental Attention:** Office setting. Outdoor elements will be a factor.

Other Requirements:

- Professional appearance.
- Follow all GFN Policies and Procedures and display a commitment to the values and culture of the GFN.



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- Ability to successfully and periodically undergo an appropriate criminal records review and police record check is required.
- Performs other duties and responsibilities as necessary in the performance of the position and as assigned by the department manager, Band Manager of Chief and Council.

Employee's Statement

I have been given the opportunity to read and comment on the content of this work description.

Name of Employee

Signature

Date

Supervisor's Statement

This job description accurately describes the responsibilities assigned to this position.

Name of Supervisor

Signature

Date