

# Job Opening: Senior Environmental Assessment (EA) Policy Advisor

**Location: Yellowknife, Northwest Territories**  
**Position Type: Indeterminate | Classification: PM-06**

The **Mackenzie Valley Environmental Impact Review Board (Review Board)** is seeking an experienced **Senior Environmental Assessment (EA) Policy Advisor** to help shape and implement policies that support our environmental assessment processes under the Mackenzie Valley Resource Management Act (MVRMA). This is a critical role in ensuring that environmental assessments are conducted fairly, transparently, and in line with best practices, contributing to sustainable development in the region.

## 1. Role Overview

As the Senior EA Policy Advisor, you will play a key role in developing, implementing, and monitoring policies and programs that guide the Review Board's work. You will support operational activities, conduct research to inform policy improvements, and provide expert advice to ensure that environmental assessments align with legislative requirements and the Board's strategic objectives. Additionally, you will work closely with various teams, contractors, and external stakeholders to develop communication and outreach materials related to policy initiatives.

## 2. Key Responsibilities

- **Policy Development:** Design, implement, and assess policy tools and guidelines that contribute to the Review Board's strategic goals and operational needs.
- **Research & Analysis:** Conduct environmental scans, research best practices, and assess trends in environmental and regulatory policies, particularly in areas such as Traditional Knowledge, regulatory efficiency, and socio-economic impact assessment.
- **Advisory Support:** Provide expert advice to the Board and organization on legislative, policy, and operational initiatives, ensuring fair and transparent processes.

- **Collaboration & Outreach:** Work with internal teams and external partners to create communication products and plan initiatives that engage stakeholders and strengthen the co-management system.
- **Operational Planning:** Support the development of operational plans that align with the Review Board's strategic priorities and regulatory framework.

### 3. In this job, you will be required to:

- Understand and interpret legislative requirements and policy directives, including the Mackenzie Valley Resource Management Act, transboundary agreements and NWT land claims.
- Think creatively about ways to conduct good, timely and environmental impact assessment, including regional strategic assessments, that meet legislative requirements and yield wise decisions.
- Support and participate in local, regional and national environmental assessment improvement initiatives.
- Work with our Mackenzie Valley resource co-management system partners.
- Develop and deliver communication, outreach and education resources related to the Review Board's policy initiatives.
- Thoughtfully provide input and advice on a range of environmental impact assessment activities and initiatives.
- Support the Review Board's activities throughout the Mackenzie Valley including periodic travel to NWT communities.

### 4. Qualifications

The Review Board welcomes candidates from a range of backgrounds, and educational and work experience, with priority hiring practices for Indigenous and Northern applicants.

The ideal candidate will have a minimum of 5 years understanding and the experience necessary to meet the responsibilities listed above through a combination of education and/or direct work experience.

## 5. Organizational culture

The Review Board was established in 1998, through the Mackenzie Valley Resource Management Act, which resulted from completed land claims in the Northwest Territories. This legislation gives Indigenous people of the Mackenzie Valley a greater say in resource development and management. The Review Board is a co-management board, comprised of an equal number of Indigenous land claimant nominees and government nominees and is responsible for environmental impact assessment processes in the Mackenzie Valley.

The Review Board's vision for itself is making wise environmental impact assessment decisions that balance the diverse values, interests, and knowledge of all residents of the Mackenzie Valley, while ensuring the protection of the environment for present and future generations.

Our team is small yet dedicated to carrying out the Review Board's legislative responsibilities, strategic priorities and promises enshrined in the modern land claims. We value the agility and flexibility of our team that allows us to remain a leader in the rapidly evolving field of environmental impact assessment.

## 6. Compensation and benefits

Starting salary for this position is in line with the Treasury Board of Canada's requirements for a PM-6 position (\$112,834 - \$117,128). We also offer competitive and comprehensive benefits, and Northern Living and Travel allowances ranging between \$18,497 - \$26,401.

**Apply by December 6, 2024.**

Send your Resume and Cover Letter to: Tiffany Saungweme, Human Resources Manager of the Mackenzie Valley Environmental Impact Review Board. **Email: [tsaungweme@reviewboard.ca](mailto:tsaungweme@reviewboard.ca)**