



Little Salmon Carmacks First Nation

Together today for our children tomorrow.

October 11, 2022

Employment Opportunity

Mt Nansen Project Coordinator Lands and Resource Department

Qualifications:

Grade 12 or equivalent, experience in an office environment and experience relating in mining environmental issues; Experience in coordinating community activities; must have considerable experience in working with representatives of various types and levels of government; The worker shall possess basic understanding of financial administration through previous working experience or coursework; Must have well developed oral & written communication skills; Knowledge of Microsoft Word & Excel; **Class 5 Driver's license required.**

Duties: To coordinate the LSCFN involvement in the Mt. Nansen remediation project:

- Coordinating Little Salmon Carmacks First Nation input to the mine closure planning process;
- Acquiring technical advice and an internal technical advisory as required to support Little Salmon Carmacks FN decision making in the closure planning process;
- Coordinating community meetings, information sessions and workshops on closure objectives, closure alternatives and options, traditional knowledge;
- Disseminating information about the mine site and the closure planning process to First Nation citizens;
- Maintaining a library of relevant reports, studies and documentation in the community;
- Coordinating local hire where required for closure planning related work;
- Liaising with the joint YG-Canada Type II office;
- Contributing to the development of the closure plan and other functions as may be requested by the Assessment and Abandoned Mines office in Whitehorse.
- Coordinate and maintain any reports at request of Chief & Council – LSCFN as per a predetermined schedule or upon emergent matters for said Council.
- Act as the LSCFN representative on the any technical committees and report to Chief and Council any findings relating to that function.
- Prepare Task Report upon completion of each task or group of tasks, and prepare year-end report.

What we can offer you:

- ✓ **Term Position/ Full-time October 2022 till project completed**
- ✓ **Annual Salary \$68,814.20-\$82,573.40**
- ✓ **Expected hours of work Monday to Friday 8:30 to 4:30**

LSCFN Recruitment Policy will apply.

If you are interested, please submit your expression of interest along with your resume by 4:30 P.M., Oct. 20, 2022 to:

Attention: Doris Johnson, Human Resource Officer
Little Salmon Carmacks First Nation
PO Box 135, Carmacks Y.T. Y0B 1C0
Phone: (867)863-5576 ext 280 Fax: (867)863-5710
Email: resume@lscfn.ca

If you require a job description, please feel free to contact us.

Post Office Box 135, Carmacks, YK, Y0B 1C0
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