



EMPLOYMENT OPPORTUNITY – Environmental Coordinator

Staffing Process Number: DLRM-2025-015

The Dene Lands and Resource Management (DLRM) is seeking one (1) Environmental Coordinator, to join Team DLRM for a full-time position. This position consists of 5 days on, 2 days off: Monday to Friday, **7.5-hour days, and 37.5 hours per week.** This is a local position to **Fort McMurray, AB**, However, schedule and location may change from time to time to meet operational requirements.

Reporting to the Director, Rights and Lands, the Environmental Coordinator is responsible for overseeing various environmental programs within the Rights and Lands Department within Dene Lands and Resource Management, Athabasca Chipewyan First Nation (ACFN/DLRM).

GENERAL RESPONSIBILITIES

- Uphold ACFN/DLRM policies, procedures, and direction from Chief and Council/Board, while maintaining confidentiality in all matters.
- Lead and coordinate the work of the Rights and Lands Department, focusing on protecting ACFN lands, waters, and wildlife through a rights-based framework that incorporates Indigenous Knowledge.
- Support implementation of environmental commitments in various Impact Benefit Agreements (IBAs) with industry.
- Engage ACFN community members with expertise in Indigenous Knowledge and land use.
- Monitor and report on environmental issues and the status of ACFN lands and rights.
- Assist in negotiating and implementing agreements that support ACFN environmental and treaty rights.
- Develop work plans, manage departmental budgets, and ensure effective coordination with the Director of DLRM and other departments.
- Carry out additional duties as assigned by Chief and Council/Board
- Other duties as required, (*full job description available upon request.*)

QUALIFICATIONS

- Post Secondary degree in a related discipline (various disciplines will be considered).
- Three to five (3-5) years of experience.
- Experience in managing budgets and organizational expenditure.
- Experience in Indigenous rights and evaluation of potential impacts on rights.
- Experience in planning, environmental research and monitoring, and in the evaluation of environmental impacts in an Indigenous rights context.
- Experience with the collection and documentation of Indigenous knowledge.
- Valid Class 5 Driver's Licence.
- Microsoft and Google computer skills (Word, Excel, PowerPoint, Outlook, and Google Docs).

Interested applicants are invited to e-mail a covering letter and resume to HR@acfn.com.

Resumes will be accepted until June 3, 2025, by 5:00pm.

Marsi chogh/Thank you to all who apply, however only those selected for an interview will be contacted.

Employment Equity is a factor in the selection process. Applicants are requested to include in their covering letter or résumé if they self-identify and are a member of the following group: Indigenous people.

Honouring and protecting Treaty Rights for over twenty years

Main Office - Box 366, Fort Chipewyan, AB T0P 1B0

Satellite Office - 300 MacKenzie Blvd, Fort McMurray, AB T9H 4C4

www.acfn.com

