



**RED ROCK  
INDIAN BAND**

Strength. Tradition. Empowerment.

## Director of Lands & Resources – Job Description

Reports to  
Chief and Council

### Summary

The Red Rock Indian Band is seeking a highly motivated individual to fill the position of Director of Lands and Resources. Reporting to the Chief and Council, the Director, Lands and Resources ensures that any government or business venture operating within the Red Rock Indian Band Traditional Area meets their duty consult. The Director of Lands and Resources will be responsible for the overall protection, management and reporting related to the Red Rock Indian Band's natural environment, including the protection of water quality, land resources, fisheries and wildlife habitat, cultural and heritage resources relevant legislation, regulations, directives, policies and procedures.

### Primary Responsibilities

- Manage the preparation, negotiation, interpretation and implementation of agreements and contracts as they relate to the Red Rock Indian Band, Government, and other First Nations and Trans-boundary agreements
- Liaising between the People of the Red Rock Indian Band, Chief and Council, Government, and Industry on Lands and Resources Related Matters.
- Facilitating the permitting process while leading consultations & overseeing all issues as they relate to Land, Resources and Environment
- Oversee and assist with environmental audits ensuring they are continuously completed in order to minimize undesirable environmental effects of new or expanded operations within the Red Rock Indian Band's Traditional Territory.
- Planning, measuring, reviewing, implementing, and managing all Land, Resources and Environmental activities
- Ensure employees have clear goals and are aware of expectations
- Coordinate activities by scheduling work assignments, setting priorities, and delegating work accordingly
- Ensure that safe work practices are being followed
- Ensure that employees adhere to all health and safety regulations
- Provide leadership for employee relations through effective communications, coaching, training, and development
- Analyse departmental operations and identify areas requiring improvement
- Plan the department's workload and flow
- Evaluate employee performance and provide feedback, coaching, and formal evaluations

### Requirements

- Proficiency with and current experience in First Nations organizations, culture, management, and administration.
- Strong knowledge of Red Rock Indian Band culture and traditions.
- Degree or an advanced degree in a field relating to the energy and natural resources industry, or a combination of education and experience.

- Five years of experience in a management role in the energy and natural resources field strongly recommended.
- Certifications or licenses appropriate to the energy and natural resources industry
- Ability to plan, organize, develop, implement, and interpret goals, objectives, and policies
- Strong formal and informal leadership skills
- Ability to identify issues and implement creative and strategic solutions to overcome problems
- Ability to remain calm and poised in urgent situations
- Ability to supervise and motivate a team to achieve and exceed their goals
- Effective leadership skills, with a strong focus on mentoring and motivation of employees
- Demonstrated project management skills
- Critical and conceptual thinking abilities.

### Work Conditions

- Some travel may be required.
- Manual dexterity is required to use desktop computers and peripherals.
- Ability to work flexible hours.
- Interaction with employees, management, and the public at large.

Resumes shall be accepted for this position until **Thursday, April 25<sup>th</sup> @ 12pm.**

To submit your resume/cover letter please do so at: [jobs@rrib.ca](mailto:jobs@rrib.ca).

They can also be dropped off in person at; **ATTN: Chief and Council**  
**2 Gas Rd, Lake Helen Reserve P0T2J0**