



Join Our Team!

LAKE BABINE NATION

POSTED: JULY 24 2024; UNTIL POSITION FILLED

MINING REFERRALS OFFICER

Wage Scale \$24.52 to \$27.59

Mining Referrals Officer will build strong and respectful working relationships with companies, organizations, etc. in the field of Mining. The Mining Referrals Officer will also build a strong and respectful relationship with Lake Babine Nation citizens and other First Nations which are based on meaningful communication and dialogue; foster an understanding of each party's governing structures, traditions, roles and responsibilities; and respect the views and authority of each party. Recognizing that we have a common interest in a sustainable and resilient future.

RESPONSIBILITIES

- Receiving and reviewing Mining Referrals on behalf of LBN; where early and/or ongoing consultation is required, the methods and means of consultation will be determined on a case-by-case basis. The notice/referral letter should include:
 - description of the proposed mining, including a copy of the development plan or other documentation;
 - location map;
 - request for response;
 - timelines for response;
 - general outline of the approval process; and,
 - invitation to meet.
 - early consultation involves providing one or more opportunities to identify issues or concerns before a Plan is substantially developed,
 - Ongoing consultation may involve the provision of consultation opportunities throughout the process, or providing a forum for continual involvement in shaping a plan (such as participation in an Advisory Planning Commission, where appropriate).
- Informing LBN Council about Referrals and seeking their input on Referrals as needed.
- Retaining experts to advise LBN on Referrals as needed;
- Engaging with LBN members on Referrals as needed.
 - identifying potentially affected First Nations:
 - traditional territory;
 - aboriginal use sites;
 - archaeological sites;
 - treaty settlement lands; and,
 - location of reserves and their proximity to the subject lands.
- Based on information and direction above, developing LBN's response to Referrals; and
- Coordinating engagement between LBN and the Province in response to Referrals, including through the collaborative decision making process to be developed under the Reconciliation Agreement negotiations.
 - Follow-up & Tracking
 - When possible, written communications should be followed up with courtesy call. If no response is received within the referral time period, an additional phone call and/or letter is advisable to enquire whether the First Nation will be responding.
 - Records of all correspondence, phone calls, emails and other communications – including attempts at communications such as unanswered phone calls or voice messages - should be recorded.
- Other duties as directed by Chief Executive Officer

QUALIFICATIONS

- **Knowledge**
 - Natural Resources: Forestry, Mining, Lands, Wildlife Habitat
 - Traditional Lands (Trap lines, Archaeological, and historical site)
 - Understanding of relevant legislation, policies and procedures
 - Understanding of the northern cultural and political environment
- **Skills**
 - Team building
 - Analytical and problem solving skills
 - Decision making skills
 - Effective verbal and listening communication skills
 - Computer skills including the ability to spreadsheet and word processing programs at a highly proficient level
 - Stress & Time Management Skills

APPLY NOW!

T: (250) 692-4700 | TF: 1-888-692-3214

E: HR@lakebabine.com

Successful candidates of short-listing will be contacted