

Position Title: Indigenous Community Connector, Healthy Watersheds Initiative  
Salary Range: \$60,000 to \$70, 000/year plus benefits (commensurate w/experience)  
Employment Type: Full time, Term Position - Jan 2021-Mar. 2022 (position may be extended)  
Closing Date to Apply: December 7th, 2020  
Location: Victoria, BC or Vancouver Island, desirable (potential for other BC locations)

## The opportunity

*Watersheds BC, a project of Make Way, is hiring a candidate for a full-time, Term Position to support the implementation, shared learning, and grants administration support for the Healthy Watersheds Initiative (HWI). Reporting to the Program Director, the successful candidate will play a key role as part of a team, working with the Real Estate Foundation of BC, funded organizations, community and Government partners and an Indigenous Leaders Advisory Circle to support shared program goals and outcomes.*

## Background

*[The Healthy Watersheds Initiative](#) (HWI) was created with funding provided by the BC Provincial government's Economic Recovery Plan. The purpose of this initiative is to support economic stimulus through job creation, promote healthy watersheds through conservation and restoration activities, support advancement of UNDRIP implementation and provide opportunities for skills development and learning. The \$27 million investment from the BC Provincial government will support more than 60 projects from across BC. The Real Estate Foundation of BC, in partnership with Watersheds BC, will manage the Initiative, and administer funding, support evaluation and learning, and identifying opportunities to strengthen community relationships. This Initiative will report on results and share outcomes and learnings with Indigenous and non-Indigenous communities and governments across BC. The HWI is committed to prioritizing and building relationships centered in reciprocity with First Nations through this work.*

**Watersheds BC (WBC)** is a partnership initiative of the BC Freshwater Legacy Initiative, First Nations Fisheries Council, POLIS Water Sustainability Project, and the Centre for Indigenous Environmental Resources. WBC supports water leaders by equipping them with the knowledge, skills, and connections they need to engage effectively in their watershed. WBC works with water leaders across many organizations including First Nation, local government staff, watershed boards and roundtables, provincial government staff, and other community champions.

**REFBC** is a philanthropic grant making organization that works to advance sustainable land use and real estate practices that contribute to thriving, resilient communities and natural environments across British Columbia.

## The Program Team

*What we're looking for:*

*The Program Team members will work in partnership, collaboratively across organizations. As part of this friendly and supportive team, you're passionate about creating more equitable, sustainable, and inclusive communities that protect our shared lands and waters. You're excited to help implement a program that makes grants, connects people and communities, advances Indigenous leadership, and shares learning. Credibility and experience working with Indigenous, immigrant, and/or racialized communities is important. You have demonstrated ability and experience working collaboratively to carry out shared duties, and support team, organizational and partner needs. You are comfortable working in an emergent environment where you exercise your ability to adapt priorities as they evolve.*

*You have strong interpersonal skills, a high degree of emotional intelligence, ability to consider and balance diverse viewpoints, and engage in collaborative decision making in a constructive, flexible and positive manner. You have an ability to initiate projects and work independently to complete them with a high degree of self-direction, initiative, integrity, and good judgement. You can present ideas and fulfill program requirements with clarity, adaptability and accountability.*

### Scope of the Position

The HWI program team will be made up of 5 team members from both Real Estate Foundation of BC (REFBC) and Watersheds BC (WBC). WBC is looking for an *Indigenous Community Connector* to support the successful launch and delivery of the HWI Program. The role requires nurturing and maintaining positive and effective working relationships among Indigenous funding recipients and non-Indigenous funding recipients who may be partnering with Indigenous communities. The *Indigenous Community Connector* will provide Indigenous funding recipients with administrative and programmatic support.

The HWI *Indigenous Community Connector* will work with the HWI team to meet the program objectives. The role requires collaboration with funding recipients (particularly Indigenous lead recipients), the HWI and WBC teams. The responsibilities include:

- Support Indigenous funding recipients with operational requirements related to the granting process, including evaluation and reporting.
- Facilitate understanding of program processes.
- Identify and enable opportunities for best practices in supporting Indigenous watershed work.
- Support program work planning, project communications, reporting, and evaluation
- Support networking, storytelling, learning among initiative participants by identifying best practices, and seeking opportunities for cross project learning, by documenting and sharing lessons learned.
- Provide and discuss information related to project adaptations, changes in deliverables/timelines, budgets.
- Support functions such as meeting facilitation, writing correspondence, scheduling meetings, maintaining records, and liaising with internal and external partners/participants
- Coordinate Indigenous Leaders Advisory Circle.
- Represent HWI/WBC at related collaborations and engagement opportunities.
- Support opportunities for recipients to incorporate Ceremony or cultural elements.
- Manage projects and provide support to other HWI and WBC areas including but not limited to communications and evaluation.

We are looking for someone familiar in the water stewardship and environmental arenas, who is active and passionate about their work, as well as innovative and grounded in an understanding of reconciliation and supporting an initiative working to build and revitalize relationships among Indigenous and non-Indigenous Canadians.

### Experience

- Minimum 3-5 years' experience in working with Indigenous communities, ideally focused on environmental or a related field.
- Experience building good relationships or partnerships with a range of organizations including but not limited to the public and private sector, civil society, and academia.
- Experience in Indigenous engagement including knowledge of traditional Indigenous protocols and working with Elders and knowledge keepers.
- Education and/or work experience that reflects a passion or interest in environmental conservation and/or social inclusion an advantage
- Experience working with grants support or management is desirable

### Qualifications

- University/Master's degree in geography, environmental studies, Indigenous studies, natural resources management, political science or a related field.

### Skills

- Communication: Excellent written, oral and presentation communication skills.
- Project Management: Ability to coordinate and manage multiple tasks with excellent project management skills
- Interpersonal: Service-oriented work style, with excellent interpersonal skills, able to work effectively and harmoniously at all levels. Confidence to work independently as part of a virtual team, taking initiative where appropriate, and actively seeking direction when needed.
- E-literacy: Excellent e-skills, including the ability to use office technology and related software. Excellent knowledge and experience with Microsoft and Google Suite programs - word processing, spreadsheet, and presentation software. Experience with digital conferencing and project management platform desirable.
- Cross Cultural Communication - An ability to learn from and support Indigenous leadership. Knowledge and in-depth understanding of Indigenous culture, issues and social structures and knowledge of BC Indigenous organizations.

### Competencies

- Professionalism: Demonstrating/safeguarding ethics and integrity. Demonstrates organizational knowledge, self-development and initiative-taking. Ability to work in a multi-cultural environment based on mutual respect and tolerance. Ability to exercise good judgement, discretion and tact in handling sensitive issues.
- Planning and Organizing: Excellent organizational and task management skills, with appropriate attention to details and ability to prioritize work among multiple competing demands, and under tight deadlines. Ability to manage multiple workflows at the same time. Ability to thrive in a fast-paced work environment where adaptability is essential. An ability to communicate roadblocks and recommend solutions.
- Partnership and Relationship Building: An ability to build or maintain ethical relationships or networks or contacts. A demonstrated desire to work co-operatively with all partners or stakeholders to meet mutual goals. An awareness that a relationship based on trust is the foundation for success in delivering results.
- Indigenous Relations: An ability to practice cultural agility and work respectfully, knowledgeably and effectively with Indigenous peoples. An ability to learn from and support diverse ways of knowing and knowledge sharing.
- Teamwork: Contribute to team culture and share responsibility for decision-making and results. Places team agenda before personal agenda. Acts in accordance with final group decision; shares credit for team accomplishments and accepts joint responsibility. Ability to "lead from behind" and work without direct authority to deliver timely and high-quality products.
- Personal: A good sense of humor. Love for nature, its beauty and a curiosity around the subject matter that Watersheds BC engages with. Willingness to 'get the job' done with a positive attitude to take on a wide range of tasks.

### Working and Living Conditions:

We hope that you're excited by the possibilities that come with working with *Healthy Watershed Initiative*.

- Must be able to work from a home or shared workspace
- Some flexibility in work hours is an asset (typical hours 9-5)
- Some work-related travel (subject to COVID-19 restrictions)

### How to Apply:

- Please send a cover letter and resume (in a single PDF file) to [info@watershedsbc.ca](mailto:info@watershedsbc.ca) by **December 7, 2020**. Please start the subject line with "APPLICATION – Indigenous Community Connector". We thank all applicants for their interest in the position, however, only those who are selected for interview will be contacted. Thank you.
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*As Watersheds BC is a project on the MakeWay shared platform, the selected candidate will be an employee of MakeWay. MakeWay is proud to be an inclusive equal opportunity employer. MakeWay will provide accommodation during all steps of the hiring process, upon request, to applicants with disabilities. Please advise us if you need any accommodation.*