GOVERNMENT OF NUNAVUT

POSITION DESCRIPTION

Date: April 3, 2014

Position: Director Fisheries and Sealing

Incumbent: Vacant

Location: Iqaluit

Reports to: Asst. Deputy Min.

Effective: April 2014

I certify that this document accurately describes the position.

Deputy Minister
Department of the Environment

General Accountability

The Director Fisheries and Sealing is accountable to the Assistant Deputy Minister, and is the Department’s senior advisor on all matters relating to subsistence, recreational, and commercial harvesting and marketing of fish, furbearers, and marine mammals. The Director will provide expert strategic advice on all fisheries fur, sealing, and marine mammal issues, as well as on research associated with these sectors. The Director will provide support for the Department’s participation in intergovernmental meetings, including attending the Canadian Council of Fisheries Ministers and other Ministerial and Deputy Ministerial level forums. The Director will lead the preparations for these meetings as well as sometimes attend with the Minister and/or Deputy Minister. The Director is responsible for building and maintaining effective working relationships and collaboratively working with many agencies, stakeholders and partners, including the Nunavut Wildlife Management Board, the Nunavut fishing industry, and the Government of Canada in advancing the development of a sustainable fishing industry in Nunavut. The Director will set priorities and implement strategies aimed at maintaining markets for the fur and sealing sectors, and is the department’s lead on issues related to marine mammals.
Organizational Structure

This position is one of five reporting to the Assistant Deputy Minister. The other four are:

Executive Secretary
Director of Environmental Protection
Director of Wildlife Management
Director of Parks and Conservation Areas

Subordinates

A total of 3 positions report directly to the Director:

Manager, Fisheries and Sealing

The Manager, Fisheries and Sealing is directly responsible for the operational aspects of Fisheries and Sealing development across Nunavut. The Manager will also examine current gaps in the development of a sustainable fishing industry in Nunavut and develop policy options for consideration. The Manager will lead the Department’s research into industry performance, program delivery, as well as communicate information on training and program requirements to federal and territorial agencies. Four positions report to the Manager, Fisheries and Sealing

Manager, Program Delivery

The Manager Program Delivery supervises the Coastal Zone Inventory Project Coordinator and the Community Liaison and as well as the divisional research vessel programs. The Manager Program Delivery will oversee the science agenda as laid out in the Nunavut Fisheries Strategy which includes the Advisor, Aquatic Science, Fisheries and Sealing. Three positions report to the Manager, Program Delivery.

Senior Advisor Fisheries and Sealing Programs

The Senior Advisor, Fisheries and Sealing Programs oversee the Nunavut Fisheries Training as well as provide support on the administration of the Fisheries Development and Diversification Program and the Fish Freight Subsidy Programs. This position also supports program delivery and operation at the headquarter location. One position reports to the Senior Advisor, Fisheries and Sealing Programs.
Nature and Scope

The Department of the Environment has four program areas: Environmental Protection; Fisheries and Sealing; Parks and Special Places; and Wildlife Management; with a combined total of 99 staff. There are an additional 25 staff in the corporate management sections which provide strategic oversight, policy and legislation development, financial management, and human resources services to the department.

The Department of the Environment has close linkages to communities and to the Institutions of Public Government established pursuant to Nunavut Land Claims Agreement (NLCA). Effective and relevant management of wildlife is a key issue for Nunavut political groups and Nunavummiut. The Government, through the Department of the Environment, must be seen to be inclusive in its management of resources and it must conform to the provisions of a variety of Articles of the NLCA including those relating to wildlife management, and achieving representative levels of Inuit employment.

The Department has obligations to achieve representative levels of employment within its workforce. This is be especially challenging in an organization with a high proportion of staff holding professional qualifications at the undergraduate, graduate and post-graduate levels. In consideration of these challenges, the department must be innovative and forward thinking in seeking ways to increase levels of Inuit employment.

The NLCA creates a co-management structure which supports and encourages inclusive and open decision making processes, and encourages Inuit participation. Further, the Government of Nunavut holds itself to a high standard of engagement and consultation in all issues. The director will be expected to manage the division in a manner consistent with these realities, and engage stakeholders accordingly to ensure the success of departmental initiatives.

Commercial fisheries development, subsistence fisheries, recreational fisheries, and the harvesting of marine mammals and furbearers are matters of extremely high importance to Nunavummiut. There is a major interest in the activities of the Fisheries and Sealing Division on the part of most Nunavut residents. The Director must ensure that public needs for the traditional use of the renewable resource are not compromised. A high proportion of Nunavummiut continue to depend on fish and marine mammals for a significant portion of their diet.

The Director of Fisheries and Sealing is responsible for building and maintaining a nation-wide network of collegial connections necessary to effectively carry out the management function. The Division is accountable for carrying out GN responsibilities for the involvement of the public government bodies provided for in the NLCA, for interprovincial/territorial agreements, and for national and international agreements. The Director will require strong personal, social and
political skills to maintain effective working relationships at the community, territorial, interprovincial, federal and international levels.

Nunavut has significant resources of fish and seals. However, developing a viable Nunavut fishery with limited financial resources and in the face of potential competition from other east coast commercial fishers is a major challenge for the Department. Obtaining viable local quotas and helping Inuit to obtain the skills and equipment to successfully operate a fishery will require innovative and thoughtful solutions. The sealing industry in Nunavut has been severely impacted by the world-wide controversy over the ethics of sealing. This has resulted in a downturn in the market for sealskins and a subsequent reduction in the standard of living for Inuit who previously depended on revenues from this resource. Creative solutions will be needed to find a way to provide maximum revenues to sealers in Nunavut in spite of the decreasing appetite for sealskins in the marketplace.

The fur industry suffers from similar problems in that the market for furs is not strong. Ethical concerns about methods of trapping and the activities of animal rights groups have resulted in decreased demand for furs across the world. This situation is not expected to improve dramatically. Nunavut trappers continue to view the industry as a traditional activity and an important source of revenue. The Director will be challenged to find creative mechanisms to support local trappers and assist in the marketing of furs while maximizing the financial returns to individuals. Promoting the unique nature of the trapping in Nunavut both nationally and internationally will continue to be important as one method of generating support for Nunavut trappers and increasing demand to the extent possible.

**Dimensions**

- **Person Years:** 11
- **O&M Budget:** $3.4 million
- **Capital Budget:** N/A
- **Spending Authority:** Full within budget

**Specific Accountabilities**

1. Planning and managing the workload of the Fisheries and Sealing Division and establishing priorities for staff;
2. Evaluating or causing to be evaluated the performance of staff and providing staff development opportunities to allow staff to develop their professional capacity;

3. Establishing effective budget controls and ensuring that staff are managing their budgets in accordance with the requirements of the Financial Administration Act;

4. Participating as a member of the senior management team to develop and implement a long term vision for the Department of the Environment;

5. Implementing the Inuit employment plan for the Division to achieve representative employment in accordance with Article 23 of the NLCA;

6. Conducting research and analysis on Nunavut fishing sealing and fur needs, trends and developments in other jurisdictions to identify priorities for government investment in the industry;

7. Identifying and developing external sources of funding that will contribute to strong and healthy fisheries sealing and fur industries;

8. Developing strategic approaches to support the Nunavut fishing industry in obtaining the necessary quotas and equipment and developing a viable fishery for Nunavut;

9. Ensuring that the programs and services of the Division reflect Inuit Qaujimajatuqangit.

10. Providing lead support to the senior management team and the Minister in preparations for the intergovernmental DM meetings, the Council of Fisheries and Aquaculture Minister’s meetings, and the Atlantic Council of Fisheries Minister’s meetings;

11. Providing research and analysis on Nunavut fishing needs, trends and developments in fisheries in other jurisdictions in order to provide quality advice and recommendations on government investment priorities;

12. Leading the dialogue with community and industry representatives in determining the need for changes to, investment in, and development of the Nunavut fishing, sealing and fur industries;

13. Identifying and developing external sources of funding that will contribute to the development of the Nunavut fishing, sealing and fur industries; and

14. Identifying, developing and implementing initiatives aimed at supporting and strengthening the Nunavut sealing and fur industries.
**Knowledge, Skills, and Abilities**

The Director will be expected to demonstrate a high level of competency in the following areas:

**Communication:** The Director will be required to listen, sort information, and effectively communicate useful and reliable information to staff, fellow senior managers, the Directorate, and the Minister. The Director will work to establish processes that create and strengthen communications between the Department and Nunavut fishing industry and the Nunavut Wildlife Management Board. The Director will be relied on to represent the Government of Nunavut at key inter-governmental meetings, to communicate Nunavut’s positions, and bring information back to the department for action as necessary.

**Teamwork:** As a senior manager in the Department the Director is expected to build relationships with other Directors, contribute to integrated decision-making in the Department, and establish positive links with partner organizations outside of the Department. The Director will be expected to recruit, train, mentor and develop Inuit staff in support of the Government of Nunavut’s commitment to a representative work force.

**Contribution Toward Building the Government of Nunavut:** The Director will create an environment that values creativity and “made in Nunavut” solutions to problems that range from the simple to the complex. The Director must accept tasks and assume responsibility for a role in the broader task of further building capacity within the Government of Nunavut.

**Leadership By Example:** As part of the Department’s Senior Management Team the Director will be expected to lead by example and demonstrate a balanced, measured leadership and effective management to staff, the public and at an the interdepartmental and inter-governmental levels.

**Expertise in the Field:** The Director will be the Department’s resident expert in all matters related to the position and must be able to provide expert strategic advice on all fisheries fur, sealing, and marine mammal issues, as well as on research associated with these sectors.

- Working knowledge of Atlantic and Nunavut fisheries;
- Working knowledge of Government of Canada policies and programs affecting the fisheries;
- Knowledge of the Nunavut Land Claim Agreement and role of the Designated Inuit Organizations;
• Working knowledge of economic opportunities and challenges in Nunavut communities;

• Advanced skill level in writing briefings, plans, official correspondence and preparing budgets;

• Skill in developing and delivering presentations;

• A minimum of five years of experience in a position that had responsibilities for managing a budget, implementing effective administration systems and supervising full-time and contract staff;

• A minimum of three years of experience in the management of commercial fisheries;

• Experience in managing staff and human resources issues;

• Experience in developing and implementing industry specific strategies;

• Proven ability to successfully manage projects and contracts;

• Ability to effectively use standard office software;

• Skill in research, analysis, sorting and communicating information; and

• Knowledge of Inuktitut and cross-cultural management experience will be considered an asset.

The competencies, knowledge, skills, and abilities described above are generally gained through a college or university degree in marketing, business management, resource management, or fisheries, combined with directly related experience in fisheries management or the fishing industry. A combination of experience and education may be considered as an equivalency.