



YUKON LAND USE
PLANNING COUNCIL



**Dawson Regional
Planning Commission**

Moving Forward • Nän kääk ndä tr'ädäl

Land Use Planner

\$73,056 - \$84,296

Term Contract until March 31, 2021

Overview

As mandated by Chapter 11 of the Yukon Umbrella Final Agreements (UFA), the Dawson Regional Planning Commission (DRPC) is a public board producing a regional land use plan for the Dawson planning area. The Planning Commission is comprised of six public members.

Taking direction from the Senior Land Use Planner, the Land Use Planner assists with a variety of planning tasks for the DRPC. As per the DRPC Terms of Reference, the Yukon Land Use Planning Council (YLUPC) is providing the human resources for the Commission and this employment contract will be with the Council.

The Yukon Land Use Planning Council supports the intent of Article 22.4 of the UFA. Accordingly, YLUPC seeks to hire members of Yukon First Nations when fully-qualified candidates are found who are members of Yukon First Nations. All applicants are asked to indicate whether they are members of a Yukon First Nation.

Duties and Responsibilities

Reporting to the Senior Land Use Planner, the Land Use Planner will perform the following duties:

Planning Duties:

- Coordinate the production of reports and planning documents including enlisting support and participation from plan partners, conducting research, obtaining input from the Yukon Government and Tr'ondëk Hwëch'in (the Parties) involving considerable liaison, analyzing data and technical writing;
- Collect, assemble, analyze and interpret a variety of land and resource related technical information, including but not limited to wildlife, fisheries, biophysical attributes, non-renewable economic resources, resource management guidelines and cumulative effects management strategies. Highly complex analytical work will occasionally be required;
- Assist in the production of the land use plan including developing goals, objectives, strategies, and approaches in accordance with the principles of sustainable development;
- Develop and recommend socio-economic and environmental performance indicators for application toward land use planning tracking/reporting requirements;
- Assist in identifying and recommending landscape management units (LMUs) and land use options/scenarios to help guide plan production;

- Develop mapping protocols and guidelines for application toward biophysical mapping initiatives to facilitate the representation of raw data in map form.

Communication with the Commission, Planning Partners and the Public:

- Attend and assist in the coordination of Commission meetings and Technical Working Group meetings as required;
- Assist the Commission and Senior Planner with public meetings and workshops;
- Assist with the production of technical information packages for the Commission and correspondence to the Parties and the public;
- Assist in establishing and maintaining effective working relationships with plan partners and stakeholders such as industry associations, non-profit organizations and other UFA boards; and
- Present on resource assessment findings to various audiences at public consultation events, conferences, and workshops.

Financial and Administration Duties:

- Assist in the preparation of annual work plans and budgets; and
- Assist in production of meeting minutes.

Human Resources Duties:

- Occasional supervision of students and contractors;
- Assist with job descriptions and terms of reference for technical contractors;
- Prepare job descriptions and performance reviews of temporary support staff.

Other:

- Act as the Senior Planner in the absence of the Senior Planner;
- Participation in Commission field trips or meetings; and
- Periodic travel to Yukon communities for the purpose of workshops and public engagement events.

Work Environment:

The Land Use Planner reports to the Senior Planner. The location of work will be Whitehorse, Yukon with significant travel and time spent in the Dawson region.

The work environment is a self-directed, team participatory and consensus decision-making environment, where individual and team work will be required to meet the demands of the position and to assist the Commission achieve the goals and objectives of the land use planning process.

Anticipated Start Date:

August 5, 2019

Land Use Planner

Statement of Qualifications

R: Required Qualification

D: Desired Qualification

Education:

- **R:** Post-secondary education in land use planning, resource management, geography or a related field.

Professional:

- **D:** Member of, or eligible for membership with, the Canadian Institute of Planners.

Work Experience:

- **R:** Minimum of three (3) years of work experience in land use planning, resource management or a related field, or an acceptable combination of education, training and experience.
- **D:** Experience working on a project/initiative or in a working group that involves a collaborative process.
- **D:** Experience working in a cross-cultural environment, for example with First Nations governments and/or northern environments.

Knowledge, Skills and Experience:

- **R:** Knowledge of land use planning and resource management theory, approaches, techniques and principles.
- **R:** Ability to analyze, interpret, report and make public presentations on a variety of technical land and resource management related information;
- **R:** Strong communication skills, both oral and written and ability to communicate effectively with all levels of Government, First Nations, industry and the public;
- **R:** Knowledge and awareness of Yukon First Nations Final Agreements and culture.
- **R:** Proficiency in the use of Microsoft Office and the Internet as a research tool and information distribution medium.
- **D:** Knowledge of and proficiency using GIS (ArcGIS - ArcView), desktop publishing tools and/or landscape simulation software.

- **D:** Knowledge or experience related to consensus-based land use planning processes involving multiple parties.
- **D:** Knowledge or work experience related to Chapter 11 of the Umbrella Final Agreement.
- **D:** Knowledge of planning issues, challenges and opportunities in the Dawson planning region.

Personal Attributes:

- **R:** Effective interpersonal relationships.
- **R:** Strong ability to work independently and in a team environment.
- **R:** Ability to prioritize tasks and take initiative on projects.
- **R:** Ability to exercise discretion and is dependable, thorough and committed to high-quality work.

Other:

- **R:** Ability to travel to Yukon communities for short durations for the purpose of Commission meetings and/or workshops.