

# EMPLOYMENT OPPORTUNITY



## The Confederacy of Mainland Mi'kmaq

### Department of Aquatic Resources & Fisheries Management Climate Change Adaptation Coordinator

#### About The CMM

The Confederacy of Mainland Mi'kmaq (CMM) is a Tribal Council representing the eight Mi'kmaq communities of mainland Nova Scotia. Our mission is to proactively promote and assist Mi'kmaq communities' initiatives towards self-determination and enhancement of community. The CMM's Department of Aquatic Resources & Fisheries Management (DARFM) is currently looking for a motivated and knowledgeable candidate to fill the role of **Climate Change Adaptation Coordinator**.

#### Position Overview

Reporting to the Director of the Department of Aquatic Resources & Fisheries Management you as the **Climate Change Adaptation Coordinator** will be based out of CMM's office in Millbrook, NS. You will work under the guidance of the Program Manager in DARFM and will also work with and be supported by adaptation specialists at the Nova Scotia Department of Environment and Climate Change (ECC).

You will be responsible for coordinating the implementation of Nova Scotia's water sector's 2023 Climate Change Adaptation Strategy, by bringing together stakeholder organizations representing governments, industries, researchers, environmental organizations, etc. The water sector adaptation strategy encompasses all of Nova Scotia's inland waters, freshwater ecosystems, and the watersheds on which they depend. The strategy addresses climate impacts to the water sector, by building the water sector's capacity to meet the freshwater needs of ecosystems, communities, and economies – all under the influence of climate change – while addressing competing demands for a finite resource as well as current inequitable access to water services.

You will spend time working with different organizations and play an important role in a broader climate change adaptation community of practice supporting Nova Scotia in climate change. While you will have a structured process and tools to draw from, you will be able to customize the process and materials to suit the focus and context of the water sector.

#### Overview of Responsibilities:

- Leading and supporting the water sector implementation teams through workplan development and approval, and the planning and execution of projects.
- Ensure the project meets deadlines and deliverables. Monitor and report progress.
- Track project budgets and draft progress reports
- Seek new funding opportunities to assist with strategy implementation.
- Design and facilitate interactive and engaging workshops/meetings for the organizations involved and other sector stakeholders.

- Actively engage and listen to the needs of the partners while building and maintaining strong sustainable multi-stakeholder teams.

**Position Requirements:**

The following requirements are highly desired:

- Bachelor's degree in a relevant field to the water sector (e.g., environmental policy, freshwater biology, or others)
- Related work experience or lived experience or an equivalent combination of training and experience relating to the water sector
- Demonstrated knowledge of climate adaptation
- Experience in and/or respect for working in and with First Nation communities
- Proficiency in MS Office (Word, Excel, PowerPoint, etc.)
- Valid driver's license and reliable transportation

The following requirements are considered assets:

- Experience in designing and facilitating interactive and engaging meetings/workshops, project coordination and management, budgeting/finances and report writing
- Able to manage competing perspectives to help build strong relationships of trust and collaboration between partners and communities
- Excellent written and verbal communication skills
- Able to maintain a high level of productivity with the ability to seek and take direction

**Why work with us?**

CMM is an organization which is committed to providing exceptional work/life balance to its employees.

**As such, we are currently testing a four-day work week. Staff who qualify work 28 hours per week but are paid for 35 hours. We also offer flexible daily start and end time.** (\*This test will continue until further notice and may be adjusted to meet organizational needs as required).

In addition, as a full-time employee you can expect:

- An atmosphere that is a great mix of fun and professionalism, and deeply family oriented.
- Enrollment in the organization's benefits packages on your first day of employment with no waiting period, which includes Health & Dental, and Employee & Family Assistance Program.
- Generous amounts of paid time off. Paid Statutory Holidays plus St. Anne's Day and Aboriginal Day, Summer Shutdown (2 weeks), Christmas Shutdown (roughly 2 weeks), plus minimum of 1-week additional vacation time (up to 2 weeks with 10 years of service).
- Social Committee, Staff Days, Staff Knowledge Days, etc.

**If you would like to join The CMM Family, please see below on how to apply for this position.**

**Salary/Employment Term:**

Salary Range: (\$50,000 - \$60,000) per year. This is a Two-year Term Position (pending successful one-year probationary contract).

**Application Deadline: Open Until Filled**

Submit Cover Letter AND Resume to:

**Human Resources**  
**c/o The Confederacy of Mainland Mi'kmaq**  
**PO Box 1590, Truro, Nova Scotia B2N 5V3**  
**Email: [HR@cmmns.com](mailto:HR@cmmns.com)**

*We are an equal opportunity employer; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. **Only those applicants who provide an up-to-date CV along with a cover letter and qualify for an interview will be contacted.** The successful candidate may be required to submit a current criminal record check. **Non-Canadian applicants must be able to provide proof of current entitlement of eligibility to work in Canada.***