

**BENCHMARK POSITION DESCRIPTION – BM #32  
MINISTRY OF FORESTS AND RANGE**

<b>1. POSITION TITLE</b> District First Nations Liaison Officer	<b>2. CLASSIFICATION LEVEL</b> LSO 2
<b>3. DIVISION</b> Operations	<b>4. BRANCH</b> Southern Interior Region
<b>5. IMMEDIATE SUPERVISOR</b> Operations Manager	<b>6. LOCATION</b> 100 Mile House

<b>Program Function</b>	Describe the purpose of the program and organization in which the position operates.
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The District First Nations Program provides First Nations consultative services to District staff and is responsible for the development and maintenance of relationships with, and provides forestry and range advice to, local First Nations communities.

<b>Purpose of Position and Summary of its Functions</b>	This may be used for POSTING purposes.
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The primary functions of this position are to encourage and coordinate First Nations' participation in strategic and operational forest management processes, and to coordinate the consultation and resolution of local forest and range management planning and operational issues with First Nations people. The position provides technical support to District staff and Provincial Treaty Negotiation Teams and provides forestry and range advice to local First Nations. The position also provides support, advice and recommendations to District staff.

<b>Organizational Structure and Working Environment</b>	
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The First Nations Program is one of a number of positions overseen by an Operations Manager who reports directly to the District Manager. The position works closely with other District programs to ensure that the District meets its obligations regarding First Nations consultation, and takes advantage of all opportunities to increase the level of involvement of First Nations in the Forest and Range sectors.

<b>Position's Specific Functions and How They Are Performed</b>	
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**1. 30% Encourages and coordinates First Nations participation in strategic and operational forest management processes by:**

- Organizing and facilitating meetings between First Nations and District Staff, forest industry, and other interested parties
- Organizing complex heritage resource studies and administering contracts for these studies
- Identifying forest management activities where First Nations involvement could be increased and working with Ministry and forest industry staff to achieve enhanced participation
- Organizing the development of interim measures agreements for first Nations involvement with the Ministry
- Documenting existing sustenance and cultural information in consultation with First Nations
- Compiling, summarizing and sharing legal rulings and policies
- Conducting technical reviews of consultation processes, cultural heritage studies and archaeological assessments
- Draft ministerial referral and other documents on First Nations issues
- Maintaining confidentiality of sensitive cultural heritage data as requested by First Nations
- Explaining forest management activities, Ministry policies and processes to First Nations

**2. 50% Coordinates the consultation and resolution of local forest and range management planning and operational issues with First Nations people by:**

- Conducting and sharing technical reviews of consultation processes, cultural heritage studies and archaeological assessments
- Identifying, clarifying and sharing aboriginal rights information to support effective implementation of forest management activities

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- Keeping the District Manager apprised of First Nations issues
- Developing, implementing and monitoring consultation activities to facilitate communication, issues identification and joint problem solving
- Developing proposals and providing technical support information for cooperative agreements between First Nations groups and the Ministry
- Coordinating and/or delivering informal training programs
- Communicate First Nations interests/concerns during District Strategic and operational planning meetings as agreed upon with First Nations

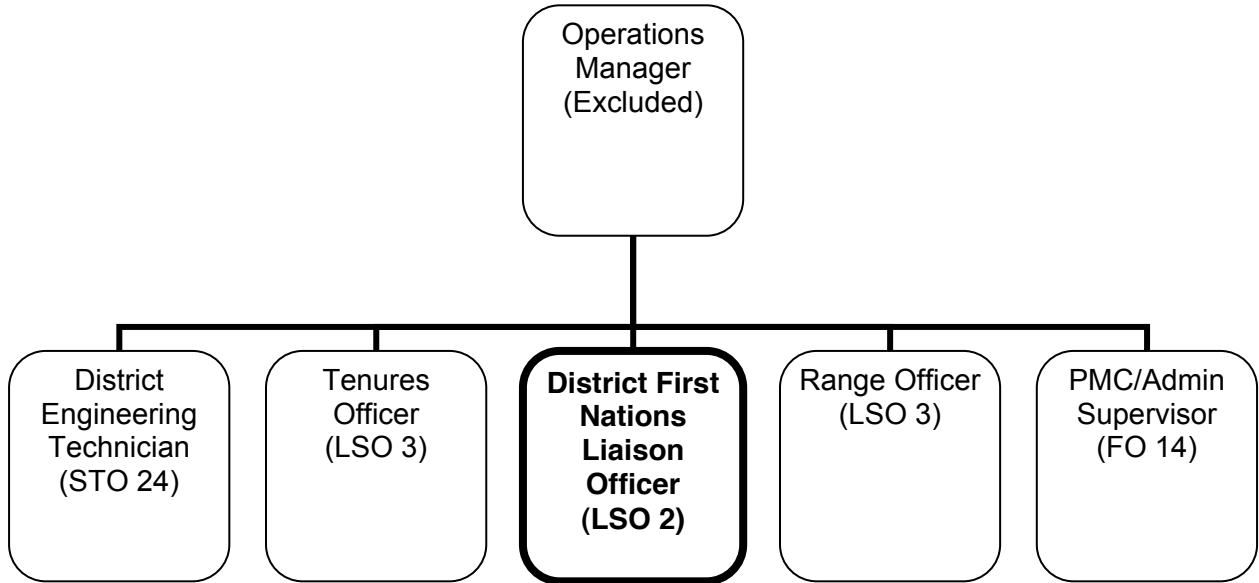
**3. 15% Provides technical support to District staff and Provincial Treaty Negotiation Teams by:**

- Compiling and maintaining information pertinent to First Nations participation in the forest sector, economic development opportunities, funding, and other forestry related issues
- Developing and maintaining information systems pertaining to First Nations issues
- Compiling, summarizing and sharing legal rulings and policies
- Advising the District Manager regarding compliance with Federal and Provincial legislation and court decisions
- Interpreting and advising District staff on current legislation
- Compiling and analyzing ethnographies and histories on the District and the First Nations people within it
- Advising negotiators of existing or proposed program-related interim measures
- Reviewing various treaty products for potential implications on District initiatives with First Nations
- Reviewing treaty-related interim measures proposals to assist in determining their effectiveness
- Representing the ministry at various inter-agency coordinated consultation meetings
- Participating in treaty side tables, working groups and Local Advisory Committee meetings

**4. 5% Performs other related duties**

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**ORGANIZATION CHART – DISTRICT FIRST NATIONS LIAISON OFFICER**



**BENCHMARK CLASSIFICATION RATIONALE – BM #32  
MINISTRY OF FORESTS AND RANGE**

**TITLE: District First Nations Liaison Officer**

**Level: LSO 2**

**DIVISION/BRANCH: Operations/Southern Interior Region**

FACTOR	POINTS
<p><b><u>PURPOSE OF POSITION</u></b> The primary focus of the position is to provide First Nations consultative services to the District, to develop and maintain relationships, and provide expert forestry and range advice to First Nations. The position provides extension services and works with First Nations in fostering and coordinating their participation in strategic and operational forest management practices.</p> <p><b><u>KNOWLEDGE</u></b> The work requires some breadth and depth of knowledge in forestry and a working knowledge of aboriginal rights and relevant legislation. The work requires experience in investigative, design and extension work to review various treaty products and determine the potential implications, to develop proposals for cooperative agreements between First Nations and the Ministry, and to extend technical and professional forestry information to First Nations, Ministry staff, the forest industry and other interested parties.</p> <p>Requires registration as a Professional Forester.</p>	C(1) 99
<p><b><u>JUDGEMENT</u></b> <u>Originality and Complexity:</u> The work involves adapting solutions consistent with established patterns and the work is governed by various legislation, history, protocols and First Nations culture and lore. The position applies considerable professional judgement to ensure that the District is in compliance with legal obligations to First Nations. The position exercises judgement in analyzing and interpreting information when conducting technical reviews of the consultation processes, cultural heritage studies, archaeological assessments and when reviewing various proposals in support of provincial treaty negotiation teams.</p> <p><u>Technical Supervision Received:</u> The position provides advice and recommendations to District staff which is reviewed for adequacy and completeness to ensure whether specific considerations such as policies, precedents, alternatives, effects etc, were taken into account. Technical details are not checked.</p>	B2 75
<p><b><u>ORGANIZATION AND PROGRAM ROLE</u></b> The position's primary role is to provide advice, recommendations and consultative services on First Nations issues to District management and staff.</p>	II(a) 43
<p><b><u>ADMINISTRATIVE SUPERVISORY RESPONSIBILITY</u></b> The position does not administratively supervise any staff.</p>	0

**TOTAL POINTS 217**

LEVEL	POINT RANGE
1	168 – 203
<b><u>2</u></b>	<b><u>204 – 237</u></b>
3	238 – 267
4	268 – 295
5	296 – 365