

Job Description: Senior Manager, Skeena Programs

Location: Prince Rupert, BC, with some travel for projects as required

Start Date: May 15 or as negotiated

Length of Contract: 1 year, with potential for annual renewal

Salary Range: Dependent on experience. To ensure a mutual best fit, please advise us of your salary expectations.

Generous benefits package to begin after three months of employment.

Position Summary

The Senior Manager, Skeena Programs coordinates and leads the work of Ecotrust Canada out of its Prince Rupert Office. The Senior Manager has deep roots within the community and a strong knowledge of the interconnected relationships that exist within its geography, for both indigenous and non-indigenous peoples. They are responsible for fostering and holding community and partner relationships; overseeing office staff (~5) and operations; advancing strategic decision-making and planning for Skeena programs; ensuring high quality project delivery; and identifying and pursuing funding opportunities to achieve Ecotrust Canada's mission. Our Skeena office currently supports our North Coast Innovation Lab (NCIL), community fisheries programs, and other projects that may change as needs and opportunities arise.

Responsibilities

- Develop and hold relationships within Prince Rupert and the Skeena Region that are critical to advancing programmatic goals.
- Manage staff based in the Prince Rupert office and in collaboration with other senior management, build teams to deliver work as appropriate.
- Oversee office operations.
- In collaboration with senior management, build and maintain external relationships in line with strategic program, funding and communication goals.
- Work with the NCIL Project Manager, providing strategic leadership and support for community partner development, capacity building, and fundraising.
- Provide program management and oversight for specific projects that support our community fisheries strategies, including Indigenous and non-indigenous fisheries monitoring.
- Encourage and facilitate cooperation, collaboration and knowledge development & sharing within the organization across teams and with stakeholder groups.
- Keep informed and share knowledge of key policies and environmental, economic and social conditions that affect the organization.
- Understand near-term and long-range organizational strategy to determine how actions, relationships and funding can be used to achieve the goals of the organization. In addition, participate in developing and furthering strategy to achieve Ecotrust Canada's mission.
- Actively communicate financial status and obligations of projects with senior management to ensure that all projects are completed on time and on budget.

Qualifications

- Strong knowledge of, and base of relationships with, First Nations, community leaders, government staff, and other partners in the region
- Knowledge of coastal fisheries and other issues affecting rural and resource-based communities
- Strong record of accomplishment as a skillful, innovative leader capable of delivering results
- Demonstrated experience in fundraising and/or earned income generation
- Has integrity and a positive attitude, and is mission-driven and self-directed with passion for Ecotrust Canada's vision and mission
- Commitment to working collaboratively, and to advancing reconciliation
- Excellent written and verbal communications skills
- Experience in managing and developing others and fostering a strong sense of team, including staff working remotely
- Experience in community development or other field of expertise

To apply, please submit your cover letter, resume, and references to info@ecotrust.ca by April 26th. Candidates selected for interviews will be contacted, and interviews will take place the week of May 6th (tbc). This position will remain open until filled.