

First Nations Summit

EMPLOYMENT POSTING

First Nations Summit Climate Change and Environment Policy Analyst

REPORTS TO:	FNS Executive Director and FNS Communications Director
TERMS:	Full-Time Employment Agreement until March 31, 2025, with the possibility of extension. (Term in alignment with funding)
LOCATION:	Lower Mainland preferred but consideration will be given for remote location
HOURS OF WORK:	Monday to Friday 8:30 a.m. to 4:30 p.m. (May be required to work evenings and weekends)
DEADLINE:	OPEN UNTIL FILLED

Are you a driven Policy Analyst passionate about driving change at a national Level?

First Nations Summit is looking for their next Climate Change & Environment Policy Analyst to join our growing team!

ABOUT FIRST NATIONS SUMMIT

The First Nations Summit (FNS) is a provincial First Nations organization committed to advancing discussions with the governments of Canada and BC to support First Nations in conducting their own direct treaty negotiations. The FNS provides a forum for First Nations in BC to address issues related to Treaty negotiations, First Nations Title and Rights issues, as well as other issues of common concern.

Our work involves taking a leadership and advocacy role on a full range of issues affecting First Nations, including negotiations and implementation of treaties, agreements, and other constructive arrangements, as well as day-to-day social and economic issues.

At the FNS, we offer a dynamic work environment, opportunities for professional development, and a chance to make a meaningful impact in the lives of First Nations citizens and communities. If you're passionate about driving positive change for First Nations and are looking for a rewarding career with ample opportunity to grow with us, we encourage you to join our team!

ABOUT YOU

As First Nations Summit's Climate Change & Environment Policy Analyst, you will support our Climate and Environment portfolio on all things climate change, emergency management, conservation, and biodiversity. Reporting to the Executive Director and Communications Director, you are collaborative by nature and excited about driving lasting positive change for First Nations communities. With a flexible work schedule, you'll work Monday to Friday 8:30am – 4:30pm and evenings and weekends as necessary.

A DAY IN THE LIFE

- Monitor, develop, and recommend responses to federal and provincial climate-related policies, plans, programs and legislative initiatives affecting the Aboriginal Title, rights and interests of BC First Nations.
- Conduct research and analysis while providing advice and recommendations on assigned environment and climate policy, program, legislative or other key issues.
- Assist the FNS Political Executive and senior FNS staff with expeditiously responding to requests and inquiries from First Nations and/or government departments/agencies.
- Work in conjunction with climate and policy staff from BC Assembly of First Nations and the Union of BC Indian Chiefs to promote implementation of the BC First Nations Climate Strategy.
- Prepare speaking notes, briefing notes, reports, communication materials and other assignments as needed.
- Coordinate, support, document and participate in virtual team meetings as required.
- Identify new opportunities for funding, proposal writing, project management and reporting.

WHAT YOU BRING TO THE TABLE

- At least 2 years of experience as a Policy Analyst supporting topics of climate change, environmental research, coordination, and program delivery.
- Educational background in Environmental Science, Climate Change, Emergency Management, Conversation or Project Management from an accredited post-secondary institution.
- Familiar with Indigenous community engagement and First Nations political, policy and legal issues.
- Proven project design and management skills, including planning, organizing and setting priorities.
- You're technically versed in Microsoft Office applications and have no problem picking up on new technologies that come your way.
- You have exceptional verbal and written communication skills with an uncanny ability to design and deliver captivating presentations and facilitate meetings.
- You're a people-person with outstanding interpersonal abilities that allow you to build and maintain effective networks and relationships.
- You can work independently and expeditiously while thriving in a fast-paced work environment with tight timeframes and competing priorities.
- You have no problem being resourceful, passionate, leveraging judgement and tact, and taking initiative.
- You're adaptable on the job to allow for flexible work scheduling and travel as required.

NICE TO HAVES

- Proven work history working in a First Nations setting.

OUR COMMITMENT TO YOU

We're committed to our small but mighty team and taking care of our people. In addition to joining an organization that values you, your contributions, and your growth, some of the

benefits you will receive include:

- Competitive compensation package to reward your hard work and contributions.
- Extended health benefits and dental plan to value the wellbeing of you and your family.
- A fulfilling and meaningful work environment where you will have the opportunity to contribute to positive change for First Nations communities.
- A culture that values diversity and inclusion and fosters a sense of belonging for all employees.
- Collaborating alongside a tight-knit and supportive team who are passionate about what we do.
- Experience the invigorating energy of collaborating with colleagues in the office!

If you're interested and ready to make an impact on your community, apply with your cover letter and resume including references today:

careers@fns.bc.ca

To learn more about the impact you'll make, visit us at <https://fns.bc.ca/>.

