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Mi'kmaq Relations Advisor

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Reference number: CAP20J-014889-000087

Selection process number: 2019-CAP-MNS-I-RM-OC-65

Parks Canada - Mainland Nova Scotia field Unit
Halifax (Nova Scotia), Kejimikujik National Park of Canada (Nova Scotia)
PM-05

\$80,524 to \$87,053 (Salary under review)

For further information on the organization, please visit [Parks Canada](#)

**Closing date: 15 December 2020 - 23:59, Pacific
Time**

Who can apply: Persons residing in Canada and Canadian citizens
residing abroad.

[**Apply online**](#)

Important messages

We are committed to providing an inclusive and barrier-free work environment, starting with the hiring process. If you need to be accommodated during any phase of the evaluation process, please use the Contact information below to request specialized accommodation. All information received in relation to accommodation will be kept confidential.

[Assessment accommodation](#)

Free Information Sessions on How to Apply for Federal Government Jobs with the Public Service Commission of Canada:

Two no-fee, online, information sessions will take place to walk through the steps on how to apply for jobs with the Federal Government. You will have the choice of attending the session online (through a computer or device) or by phone.

French Session – Monday, November 30, 2 p.m. (Atlantic time)

English Session – Tuesday, December 1, 2 p.m. (Atlantic time)

If you would like to attend one of these sessions, or have questions about it, please email laura.richardson@canada.ca by November 26, 2020.

We will accept on-line applications received via the Public Service Resourcing System (GCJobs site) or via email at pc.rhugnec-mnsfuhr.pc@canada.ca

If you are applying online using Public Service Resourcing System (GCJobs): you will be asked a series of pre-screening questions regarding the “Essential Qualifications” in lieu of a cover letter.

If you are applying by email: you will need to provide a cover letter outlining how you meet each of the “Essential Qualifications”. IMPORTANT this requirement is not listed in the information you need to provide section.

When answering the pre-screening questions, or preparing your cover letter, you must provide specific examples to clearly demonstrate how you meet the education and each of the 5 experience requirements listed under "Essential Qualifications".

We can't make any assumptions about your experience. Simply saying you have the required qualifications or listing your current duties is not enough. Instead, provide concrete and detailed examples that clearly explain where, when, and how you gained the experience. We'll only use your résumé as a secondary source of information. If you don't clearly demonstrate you have the required experience, we won't ask for additional information and you may be screened out.

Duties

Over the past several years, Parks Canada has built a number of strong relationships with the Nations of the historic 'Peace and Friendship' treaties (Maritime Provinces and Gaspé). Parks Canada and the Mi'kmaq of Nova Scotia, have collaborated on a multitude of initiatives, and have established a strong, valued relationship. This position will be part of an integrated team, working towards enhancing those relationships and furthering mutual goals.

Work environment

Parks Canada is a federal government agency responsible for the protection and presentation of Canada's outstanding natural and cultural resources through a system of national parks, national marine conservation areas and national historic sites in all regions of Canada.

Intent of the process

The results of this process will be used to fill one (1) indeterminate position.

In recognition that Parks Places within Nova Scotia are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People and that this position will work directly with Mi'kmaq communities, preference may be given to qualified Indigenous candidates who self-identify.

A list of qualified candidates will be established, and may be used to fill similar positions of various tenures (temporary, indeterminate, full-time, part-time) and work locations.

Positions to be filled: 1

Information you must provide

Your résumé.

Contact information for 3 references.

In order to be considered, your application must clearly explain how you meet the following (essential qualifications)

Graduation with a diploma from a recognized post-secondary institution or an acceptable combination of training and experience.

Degree equivalency

EXPERIENCE

EX1 Experience working with Mi'kmaq peoples and communities in Nova Scotia;

Ex2 Experience in natural and/or cultural resource management;

EX3 Experience in managing human and financial resources;

EX4 Significant experience* in providing advice and briefings to management

EX5 Significant experience* in facilitating discussions to reach agreement among parties;

*Significant experience is defined as the depth and breadth of experience acquired over a period of at least 2 years and within the last 5 years.

The following will be applied / assessed at a later date (essential for the job)

English essential

Information on language requirements

KNOWLEDGE:

- Knowledge of the Parks Canada Agency's mandate, programs and priorities;
- Knowledge of the Government of Canada's Recognition and Implementation of Indigenous Rights Framework.

COMPETENCIES

- Building a trust-based relationship
- Open Listening
- Change Leadership

Details on these competencies can be found at:

<https://www2.gov.bc.ca/gov/content/careers-myhr/job-seekers/about-competencies/indigenous-relations>

ABILITIES AND SKILLS

- Ability to consult and work collaboratively with Mi'kmaq peoples and communities;
- Ability to work collaboratively in diverse cultural situations;
- Ability to communicate effectively, both orally and in writing;
- Ability to provide timely and strategic advice to management;
- Ability to think strategically, develop conceptual frameworks, identify alternatives, and implement future courses of action.

LEADERSHIP ATTRIBUTES

- Exercises sound judgment;
- Demonstrates integrity.

The following may be applied / assessed at a later date (may be needed for the job)

ASSET EXPERIENCE

- Experience living and/or working in a Mi'kmaw community.
- Experience in integrating Western science with Indigenous Knowledge.

Conditions of employment

Reliability Status security clearance - A security status screening is undertaken by Parks Canada for candidates who are successful in the competition. Our Human Resource team is available to answer any questions applicants may have on this process and are able to make accommodations during this process if requested

- Must possess a valid class 5 driver's license;
- Willingness to work irregular hours, overtime, weekends, and/or statutory holidays and provincial/territorial holidays when required;
- Willingness to wear a Parks Canada uniform when required

Other information

The Public Service of Canada is committed to building a skilled and diverse workforce that reflects the Canadians we serve. We promote employment equity and encourage you to indicate if you belong to one of the designated groups when you apply.

Information on employment equity

Reference checks will be sought.

An interview will be administered.

A test may be administered.

For tips to navigate the application process step by step, refer to the following site:

<https://www.youtube.com/watch?v=0GW7P3g9hhI>.

Parks Canada is committed to the principles of diversity and employment equity under the Employment Equity Act, and strives to ensure that our workforce reflects the diverse nature of Canadian society. We encourage women, Aboriginal peoples, persons with disabilities and members of a visible minority group to self-identify in their application.

Please submit your completed application, including all of the above-mentioned documentation. Failure to do so may result in your application being rejected.

The Parks Canada Agency is established as a separate employer in the Federal Public Service under the Financial Administration Act. Persons appointed to the Agency continue to be part of the Public Service.

The Parks Canada Agency operates under its own human resources framework outside of the Public Service Employment Act and in line with values of fairness, competence and respect, and its operating principles.

In accordance with paragraph 8(2)(a) of the Privacy Act, information or material, whether provided directly by the candidate or otherwise obtained by the selection board, used during the selection process for the purpose of assessing a candidate may be used as part of the selection review and recourse processes. Such relevant information may be provided to third parties, such as other candidates or their representatives, who have a legitimate reason to be aware of that information.

Persons who have a priority entitlement as defined by the Parks Canada Agency Priority Policy and Guidelines will be considered first.

Tips for applicants:

- Please provide complete and thorough details of your education and experience.
- Do not assume that the screening board has any previous knowledge of your background, qualifications, or work history. You must be specific and provide concrete examples/details for each Experience element, as applications will be screened only on the information provided.
- Failure to provide sufficient information may result in your application being screened out of the competition.

Persons are entitled to participate in the appointment process in the official language of their choice.

Travel cost for individuals who are not Federal Public Servants will not be covered.

We thank all those who apply. Only those selected for further consideration will be contacted.

Contact information

Laura Martin, Human Resources Advisor

pc.rhugnec-mnsfuhr.pc@canada.ca

[Apply online](#)

Date modified:

2020-08-25