

## **Fisheries Training Technical Advisor and Coordinator**

### **Job Description**

Ulnooweg Development Group requires a Fisheries Training Technical Advisor and Coordinator (TAC) to join a team of professional advisors who provide advice and assistance in the areas of business planning, management, development, and training related specifically to Indigenous Communities and their Commercial Fisheries Enterprises (CFEs).

The Fisheries Training TAC is specifically responsible for providing expert advice and support services as it relates to the training of fisheries management, commercial fish harvesters, and aquaculture workers of Indigenous Communities in the Atlantic region and Quebec, with access to resources from the Atlantic Integrated Commercial Fisheries Initiative (AICFI) and the Northern Integrated Commercial Fisheries Initiative (NICFI) – the Fisheries Training TAC will work with 48 CFEs that are currently participating in these initiatives.

### **Job Responsibilities**

The Fisheries Training TAC will report to the Team Leader of the Fisheries Business Development Team (BDT) and will be responsible to:

- Support the professional development of Indigenous CFE fish harvesting personnel.
- Provide technical assistance to CFEs to further develop their knowledge and skills to work safely and effectively in various marine harvesting operations.
- Assist in diversifying CFE harvesting activities within in-shore and mid-shore fisheries.
- Assist in improving overall fishing skills particularly in the wheelhouse, through in-class training, and at-sea mentoring.

The Fisheries Training TAC will be required to carry out the following:

- Work with the CFE Fisheries Manager/Coordinator (or designates) to revise/develop and complete fisheries training plans.
- Assist the CFE in preparing applications for funding support.
- Assist the CFE with activity implementation.
- Establish and maintain a knowledge base of the most current and appropriate in-class fisheries training and delivery options available from fisheries related training service providers.
- Provide relevant information on safety, training, and certification requirements of crew members of fishing vessels as required by regulatory authorities.
- Assist the CFE Fisheries Manager/Coordinator with the selection and scheduling of certified mentors.
- Provide ongoing technical advice to the CFE.
- Carry out on-going monitoring of training/mentoring activities, as required.

The Fisheries Training TAC will undertake the following specific work activities:

- Liaise with the CFE Fisheries Manager/Coordinator and AICFI/NICFI program officials as necessary.
- Collect information on the most current and appropriate in-class training available from fisheries related training service providers (i.e. training institutions, societies, fishing gear suppliers, private trainers, etc.), and make this information available to the CFE Fisheries Manager/Coordinator for use in preparing fisheries training plans where appropriate.

- Assist the CFE Fisheries Manager/Coordinator with development and completion of a Fisheries Training Plan.
- Assist the CFE Fisheries Manager/Coordinator with identifying training needs of commercial fishing and any aquaculture operations considering crewing and employment requirements.
- Assist, where needed, to draft a training deployment proposal considering the training needs, nature, and logistics of the planned training activity.
- Review proposals for deployment and communicate with the CFE Fisheries Manager/Coordinator concerning any adjustments required to the deployment proposal.
- Assist with ongoing deployment projects and help determine outcome successes in collaboration with CFEs.
- Maintain records and data of training activities for each of the CFEs.
- Travel to attend meetings with participating CFEs as required.

### **Evaluation of Progress and Reporting**

The Fisheries Training TAC will provide regular written and verbal progress reports:

- On a quarterly basis under the direction of the Team Leader, undertake a review process that results in a written report summarizing the relative status of each participating CFE development efforts and includes a prioritized list of projects that are close to or are ready for implementation to facilitate forward planning.
- On an annual basis under the direction of the Team Leader, prepare a comprehensive written report outlining progress made, lessons learned, and recommendations for each participating community.

### **Qualifications and Skills Required**

The following qualifications and skills are required for this position:

- Post-secondary education in a relevant field, such as Community Development, Economic Development, Adult Education, Human Resources; or equivalent education and work experience.
- Minimum of seven (7) years of professional experience in a Community Development, Adult Education, or Human Resources, or related role.
- Minimum of seven (7) years of experience liaising, informing, and building effective relationships with Indigenous communities.
- Demonstrated knowledge and interest in Indigenous issues, including Indigenous governance and community development.
- Self-motivated, with high level of integrity, confidentiality, and accountability.
- Technical knowledge or experience in fisheries and fisheries training and/or demonstrated ability to learn specific industry training needs and communicate them effectively.
- An understanding of the opportunities and challenges within the Indigenous fisheries sector.

Experience working with Indigenous Communities and some ability to speak and understand French are considered assets. Frequent travel within the Atlantic and Quebec regions will be required for this position.