

Statement of Work – Capacity Development Team Lead

DFO's Collaborative program suite (AFS, AFG, AAROM) provides funding and support to Indigenous groups/communities in all areas where the Department of Fisheries and Oceans Canada (DFO) manages the fishery. The programs support the development of Indigenous-led conservation activities, which may be scientific, such as biological surveys; or technical, such as population monitoring, population characterization, and catch monitoring; or compliance-oriented, such as habitat and fishery inspection and monitoring. Indigenous-led conservation activities may also be management oriented, such as developing fishing plans, participating in joint projects with other stakeholders, negotiating collaborative agreements, and managing personnel. The programs are adaptable and aim to meet the needs of communities according to their interests, capacities, and potential in the above areas and related activities.

Objectives of the Requirement

The overall purpose of the work is to provide leadership to program participants (at the group/community level) and ensure the delivery of core commitments made by the COLLABORATIVE PROGRAMS.

The Confederacy of Mainland Mi'kmaq (CMM) will host a national Capacity Development Team (CDT). Team members across the country will make up the working unit of the CDT and occupy training and leadership roles.

Proposed Title

Capacity Development Team Lead for Collaborative Programs.

Introduction

The CDT will provide training and human resources advice and organizational/capacity development support to participants in the COLLABORATIVE PROGRAMS administered nationally. Eligible Indigenous groups/communities seeking to participate in these programs aim to provide community-based employment and training opportunities. This includes increased collaboration in conservation efforts and active participation in encouraging the conservation of fish and aquatic populations.

Working collaboratively with the NHQ program authority, the CDT lead will be cognizant of project trajectories and regularly report progressions to and take direction from the CPMC. The CDT Lead strives overall to provide leadership and build capacity to enable the full potential of indigenous fisheries across Canada. With a solid understanding of regional infrastructure and social/cultural norms, the CDT Lead will develop a strategic framework

to augment fisheries management practices and meet the individual needs of Indigenous communities.

The CDT Lead will also maintain reciprocal working relationships with Regional/Area DFO staff—from whom they will learn of opportunities to engage local indigenous communities and organizations.

Other expectations of the CDT lead include sharing fisheries governance and management advice, meeting performance objectives, producing capacity development plans, and ensuring adequate training and delivery. Above all, the CDT Lead will establish credibility with local communities and team members, through mutual respect, effective interpersonal relationships, and professionalism.

Job Responsibilities

- Holds preliminary meetings with each community to develop an approach and schedule for updating/developing business plans to include internal fisheries governance and management policies, procedures and long-term goals;
- Works with communities to assess community needs for targeted mentoring/training for fisheries-related personnel;
- Identifies and acquires (through CDT or other outside sources) mentoring/training resources and opportunities for fisheries-related personnel;
- Develops a level of comfort with eligible groups and trusted third parties by establishing a declaration of confidentiality;
- Reaffirms nondisclosure of information obtained within and about each eligible group and trusted third party by adhering to the terms of the confidentiality agreement;
- Builds credibility among eligible groups in the CDT's ability to provide helpful information, advice, and assistance;
- Helps communities document existing governance structure;
- Assists personnel with the preparation of proposals and applications for personnel and other resources consistent with requirements of capacity development plans; personnel could include advisors, coordinators, and other technical experts;
- Provides ongoing, hands-on oversight to ensure delivery of capacity development plan development/upgrade activities/steps;
- Provides ongoing, hands-on oversight to ensure that appropriate mentoring/training is carried out;
- Reports on the progress of work in communities on a regular basis using standard formats that provide useful analytics and insights;
- Visits communities to provide advice, problem-solve, trouble-shoot, coach or conduct structured question-and-answer sessions to help meet community-specific capacity goals.

This job requires frequent travels around the country. Remote work with occasional travel to the offices of CDT delivery partners on the East and West Coast is possible.

The Person

The Team Lead should be a refined, community-driven leader who is well experienced with the nuances of fisheries infrastructure and the socio-political and cultural context of the regions. Possessing an inclusive and collaborative leadership style, s/he builds engagement with staff and Indigenous communities by creating a true team environment, leveraging the considerable expertise and strength that exists across the organization. The Team Lead will also bring strong development acumen to assist the Management Committee with complex decisions and guide staff through challenging initiatives.

Required Qualifications, Education, and Experience

The ideal candidate will possess the following qualifications and experience:

- Mid- to senior-level experience in a broad range of organizational environments, including strategic leadership, governance, negotiation, business planning, stewardship, media/communications, and/or human resources management;
- Direct experience developing and establishing long-term, community-based programs;
- Experience with and broad working knowledge of fisheries infrastructure and socio-cultural norms;
- Knowledge of and experience working with communities, ideally First Nations and northern or remote communities; experience working with diverse groups and ability to tactfully handle sensitive client issues;
- Excellent presentation, public relations, and oral and written communication skills; strong preference for applicants versed in the Inuktitut language;
- Proven track record in leading teams and building consensus while ensuring that the interests of the organization and the communities are kept at the forefront of all activities;
- Demonstrated ability to lead and build the professional capabilities of a diverse staff with varying skill sets; ability to motivate, encourage, and provide clear direction to staff;
- Demonstrated understanding of local Indigenous cultures, or an Indigenous background, would be beneficial.
- A valid driver's license.

Language of Work

The majority of the work will be carried out in English. However, knowledge of French and Inuktitut would be an asset.