



JOB POSTING AND DESCRIPTION:

POSITION TITLE: GIS Technician/Lands Assistant, Territorial Resources Stewardship Pillar

SUPERVISOR'S TITLE: Reports to Lands Director, Territorial Resources Stewardship

HOURS OF WORK: 35 hours per week

LOCATION: In office and on the land

SALARY: TBD

THE ORGANIZATION

The Organization: The Skwl̓ax te Secwepemcú'lecw is traditionally known as Skwlax, which translates to Black Bear in Secwépemctsin, the traditional language. SteS has a unique vision and drive; the Band has not only led the way in tourism within the Shuswap, but it has also led the way in economic development. The creation of Quaaout Lodge, Talking Rock Golf, Le7ka Spa, and Little Shuswap Gas Station has helped promote Secwepemc culture, and allowed the SteS people to develop world class accommodation and leisure activities. The governance structure of SteS is unique and forward-looking, divided into 4 distinct sectors: Administration, which covers programs and services for Band members; Wellness, which is responsible for the overall health and wellness of the community; Territorial Stewardship, which addresses title and rights issues and external government-government relations; and Economic Development, which oversees the business operations of the community and works to promote a strong, resilient economy for the community. Strong management and leadership with clear vision and an excellent team of committed employees make up the engine that drives the community forward.

A DAY IN THE LIFE OF A GIS TECHNICIAN/LANDS ASSISTANT

The Lands Department is seeking a full-time GIS technician/Lands Assistant that will support the Lands Department Director, Lands Officer and any other staff that falls under the Lands Department. The GIS technician/Lands Assistant will actively contribute by updating records in a timely, discreet, and ethical manner. The individual will bring experience and professionalism to enable the Director to be as effective as possible. If you are efficient, detail oriented and organized, we want to hear from you.

The GIS Technician/Lands Assistant ensures that land management activities by industry, government, Skwl̓ax te Secwepemcú'lecw (STeS) and others are conducted in a sustainable manner for the protection of the Environment and the First Nation rights.

Commonly, this position creates customized maps and GIS applications. They compile and integrate new cartographic data, draw maps using design software and manage data in the GIS database. The GIS Technician/Lands Assistant will help other staff where needed and do other tasks other than just GIS Technician duties.

YOUR HIGHLIGHTED KNOWLEDGE, ABILITIES AND SKILLS

Operates a computer to update maps and data related to land use referrals, traditional land use studies (TLUS) comprehensive community planning, land use planning and other departmental projects.



- Ensures cartographic standards and principles are adhered to during the production of topographic and thematic hard-copy maps or digital mapping applications.
- Researches and writes proposals to secure related funding and grants.
- Database Management as it relates to quality assurance, cleaning GIS data, and updating and creating metadata.
- GIS application development
- Spatial analysis and report generation (discovering trends for use in things like cumulative effects and Cultural/ health, etc.)
- Preparing maps, reports, and other relevant information
- Maintain knowledge of trends and developments in GIS field
- Assisting the referral coordinators with analysis and recommendations from a GIS perspective
- Data capture using various applications and hardware: drones, GPS, Field maps
- Utility mapping
- Web map and app development
- Base map development
- Survey mapping lands housing/lots
- Various drone operations and projects, such as supporting the Guardian Program with collecting and updating data.
- Attends meetings, conferences, workshops and coordinate with external agencies/organizations, governments, consultants, and internal departments.
- Prepares a monthly summary of activities, achievements, commitments, and issues to be addressed

PROFESSIONAL CERTIFICATION, EDUCATION AND EXPERIENCE

- GIS Certificate with minimum of 3 to 5 years ethical GIS experience.
- Advanced understanding of raster and vector formats, topology and topography principles, map algebra, vector processing tools (merge, clip, union, intersect, etc.), spatial relationships (within, touch, disjoint, intersect, etc.), projection and vertical or horizontal transformation.
- Knowledge of principles and practices of digital and hard-copy file and records management.
- Ability to operate a variety of technical tools and equipment, such as GPS, various tablets, camera, drafting instruments, etc.
- Ability to manage sensitive issues with tact and diplomacy and maintain confidentiality of records and discussions.
- Ability to solve problems, make effective decisions, resolve conflicts, and manage time effectively.
- Valid BC Driver's License.

Application Deadline: April 19, 2023

Interested persons may submit their cover letter & resume as one document by email to hr@slb.ca no later than April 21, 2023. Please include the job title in the email subject line.



Skwłax te Secwepemcu'lecw is dedicated to promoting equity and diversity and serving the interests of their members and will give preference to citizens and Indigenous candidates who possess the necessary qualifications in accordance with Section 16(1) of the *Canadian Human Rights Act*.