Overview
The Torngat Wildlife, Plants & Fisheries Secretariat is seeking employment applications for an Anticipated Summer Intern position.

Wage: $12.85/hour
Duration: 12 weeks (flexible)
Hours: 32.5 hours/week
Start Date: June 6, 2016 (flexible)
Location: Happy Valley - Goose Bay, NL

E-mail resume and cover letter to julie.whalen@torngatsecretariat.ca by May 31, 2016.

Process
• Screening – A hiring committee will screen the applications against position requirements. Best qualified candidates will be selected for an interview. Only selected candidates will be notified.
• Interview – Selected candidates will proceed with an interview.
• Task – Interviewed candidates may be asked to provide an example of their written work.
• Reference – References on best-suited candidates will be checked.
• Decision – Successful and unsuccessful interviewed candidates will be notified.

Job Description

Supervisor's Title
• Fisheries Research Program Manager

Main Function
• To provide assistance with the wildlife, plants and fisheries research program of the Torngat Secretariat.

Major Duties
• Implement public relations strategies through social media and website.
• Format public reports for the Torngat Secretariat library.
• Distribute stewardship & education materials to local communities.
• Organize small events with local groups on wildlife, plants and fisheries research.

Education
• Preference given to a student currently enrolled in a post-secondary institution.

Competencies
• Ability to work independently.
• Ability to write comprehensively.
• Knowledge of the Labrador Inuit Settlement Area (LISA) and renewable resources in the area.
To be considered, the applicant must meet Student Eligibility criteria as per Canada Summer Jobs program 2016, which include the following:

- Canadian citizen or entitled to work in Canada.
- Between the ages of 15 and 30 years.
- Must be a full time student and returning to school in fall 2016.

Employer Brief:

The Labrador Inuit Land Claims Agreement, which took effect on December 1, 2005, called for the establishment of the Torngat Joint Fisheries Board and the Torngat Wildlife and Plants Co-Management Board.

Members of the Board are appointed by but are not delegates of the Government of Canada, the Government of Newfoundland and Labrador and the Nunatsiavut Government. The members nominate the Chair. Terms of office are for four years. Decisions are intended to be reached by consensus.

The Torngat Joint Fisheries Board is an advisory board to the federal and provincial ministers of fisheries. It will be the primary body making recommendations to the federal minister about the conservation of fish and fish habitat and about the management of fisheries in the Labrador Inuit Settlement Area, other than the Inuit domestic fishery and the Inuit domestic harvest level. Recommendations of the board can include measures respecting recreational fishing and the criteria for issuing commercial fishing licences and fish processing licences.

The Wildlife and Plants Co-Management Board has the power to establish when necessary Total Allowable Harvest (TAH) of all species of wildlife other than migratory birds and caribou, and for plants. This power is subject to ministerial disallowance. The board will also recommend the total allowable harvests for caribou and migratory birds to the relevant minister. The board will recommend conservation and management measure for wildlife, plants and habitat, and provide advice and recommendations to the federal, provincial and Nunatsiavut governments on all other matters related to the management of wildlife and plants in the LISA.

The Torngat Wildlife, Plants & Fisheries Secretariat provides administrative and research support to the two boards.

Resources

Interested individuals may consult [www.torngatsecretariat.ca](http://www.torngatsecretariat.ca) for organizational chart and further details and in particular Chapters 12 & 13 of the Labrador Inuit Land Claims Agreement.