

Job Opportunity: Council Supervisor

CANADIAN COUNCIL ON INVASIVE SPECIES/NOVA SCOTIA INVASIVE SPECIES COUNCIL

Location: This position is remote from anywhere in Nova Scotia, with occasional travel within the province

Duration: Full-time; Permanent

Hours: 37.5/week

Salary: \$53,000-\$58,000

Start Date: The start date for this position is flexible, with a preference for the beginning of January 2024.

About Us

The Nova Scotia Invasive Species Council (NSISC) is a non-profit environmental organization raising awareness and promoting a coordinated response to the threat of invasive species in Nova Scotia. The NSISC is guided by a Steering Committee of volunteers from various academic, government, and non-government organizations. The NSISC is a chapter of the Canadian Council on Invasive Species (CCIS), a national non-profit organization working with partners across Canada to reduce the threat and impacts of invasive species.

Job Overview

The Council Supervisor will be responsible for managing and coordinating all NSISC programs and supervising NSISC staff. The position will oversee program development, implementation, and evaluation, ensuring that programs align with the organization's mission and goals and effectively address invasive species challenges. The Council Supervisor will also work closely with the Chapter's Steering Committee, the CCIS National Manager, and other regional staff members to identify opportunities for program growth and funding.

Qualifications/Skills:

The ideal candidate has:

- A degree/diploma from a post-secondary institution in a field of study related to natural resources, environmental science or conservation, or equivalent work experience.
- Excellent organizational and project management skills, including budgeting, delivery of project objectives, and reporting.
- Leadership experience, preferably in a natural resources/environmental-based, non-profit organization.
- Knowledge of natural resources/environmental issues and policies, including invasive species.
- Experience in recruiting and engaging volunteers.
- Strong interpersonal skills and communication skills.

- Experience with research, grant writing and fundraising.

Being bilingual would be an asset.

Benefits

- Access to health benefits within three months of the start date.
- Access to matching RRSP contributions up to 3% within one year of the start date.
- An opportunity to expand skills in the natural resources sector with a nationally recognized non-profit.
- Flexible work hours and the ability to work from home.
- Career development training.

The closing date for applications is December 5th, 2023.

Please submit your application by email in the form of a single PDF document, including a resume and cover letter, to:

info@nsinvasives.ca