



International Marine Protected Areas Congress # 5 (IMPAC5) INDIGENOUS EVENTS COORDINATION

Coastal First Nations – Great Bear Initiative is seeking qualified candidate(s) to coordinate and support the development and delivery of Indigenous content at the 5th International Marine Protected Area Congress ([IMPAC5](#)) being held in Vancouver, 23-30 June 2022.

Contract Description

The Coordinator will work with and support an existing national-level Indigenous Working Group to develop and organize culturally appropriate and culturally inclusive Indigenous-led events and/or activities aimed at raising awareness of Indigenous governance and management, priorities, research and interests relating to marine conservation and protection. The Coordinator will coordinate and support the delivery of these supplemental events and activities which are intended to complement and enhance the overall IMPAC5 Congress program. Some events may be organized prior to or after the Congress (e.g., a day prior for an Indigenous Caucus) and some events or activities may be integrated into Congress programming (e.g., an Indigenous Pavilion at the venue for the duration of the Congress).

Tasks of Indigenous Events Coordinator

- Coordinate and facilitate meetings of the Indigenous Working Group and with IMPAC5 Secretariat staff on a regular basis (bi-monthly or more frequent basis).
- Lead the planning and coordination of Indigenous-led events or activities that will augment the Congress program.
- Leverage networks to identify potential Indigenous vendors or suppliers.
- Undertake on-going outreach and networking with domestic and international Indigenous Organizations currently engaged in marine conservation and protection.
- Liaise with Fisheries and Oceans Canada IMPAC5 Secretariat staff on events and activities.
- Plan and support Working Group meetings post-Congress to identify next steps or actions that Indigenous organizations could take to implement or address findings or outcomes of the Congress.

Qualifications and Skills

- Experience working with diverse Indigenous peoples, preferably on marine conservation and protection.
- Excellent coordination and facilitation skills.
- Highly organized, with excellent project management and problem-solving skills and attention to detail.
- Excellent oral, written and interpersonal communication skills, with proven experience.
- Proven experience in planning and facilitation of meetings and workshops.
- Self-starter who works well independently and also collaboratively as part of a team.
- Experience with ordering, purchasing, invoicing, and managing sub-contractors.
- Various combinations of education, skills and experience will be considered, with a priority placed on experience, communication, coordination, organization, and project management.
- Proficient in Microsoft Suite.
- Preference will be given to candidates located in Vancouver/Lower Mainland.

- Preference will be given to Indigenous candidates.
- The successful candidate be expected to work remotely and provide their own computer and cell phone.

Compensation will be commensurate with skills and experience.

Please apply with a CV and cover letter that explains how your skills and experience align with the desired qualifications for the position to:

Iwan Ball
Marine Planning Program Coordinator
Coastal First Nations – Great Bear Initiative
Email: iwanball@zoho.com

This Position will be posted until filled and is expected to start immediately