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Administration régionale KATIVIK Regional Government  
P.O. Box 9 KUUJUAQ (QUÉBEC) CANADA J0M 1C0

## JOB OPPORTUNITY

The Kativik Regional Government (KRG), a supra-municipal body with jurisdiction over the territory located north of the 55th parallel, is now looking for a self-motivated and dynamic individual interested in joining the KRG to work in the capacity of:

### **ASSISTANT DIRECTOR Parks Operations** (PERMANENT/FULL-TIME POSITION)

Under the supervision of the Director of the Renewable Resources, Environmental and Land Use Planning Department, the Assistant Director, Parks Operations will, as set out in the KRG mandates and yearly objectives, work with the Parks Directors in managing the coordination and delivery of parks operations, activities and services/programs; provide guidance to the Marketing, Conservation and Education Specialists, including developing and implementing innovative approaches that address the uniqueness of Nunavik Parks; and ensure the implementation of consistent procedures and standards, while viewing Nunavik Parks from a “network perspective.” Specific duties shall include, but not be limited to:

- Plan, supervise and coordinate the activities of staff involved in the operations of Nunavik Parks, including those involved in implementing business plans, conservation plans, and education plans;
- Ensure compliance with all applicable laws and regulations relating to the operations of the parks;
- Formulate priorities, schedules, and work plans to achieve both short- and long-term objectives relating to park protection, development, and use, as well as the delivery and practice of recreation activities, educational activities, protection of the natural and cultural environment, and other related activities;
- Be responsible for the planning, deployment and management of financial resources, including budget preparation and reporting;
- Administer Park Infrastructure Programs, in accordance with the respective agreements;
- Establish effective internal and external communications, including contacts with local and regional stakeholders and partners involved in providing park activities and services;
- Liaise, as required, with the Assistant Directors, Lands & Environment and Renewable Resources on matters including the environment, land use, and park planning;
- Perform other related duties as required by the Department Director.

#### **Qualifications:**

- Bachelor’s degree in administration or in a related field (equivalent work experience may also be considered);
- A minimum of five (5) years of management experience, including park-related experience;
- Experience in preparing and monitoring budgets;
- Excellent organizational, analytical, problem-solving, and communications skills;
- Solid team leadership experience and skills;
- Proficiency of widely used computer software;
- Excellent communication skills, both oral and written, in at least two of the following languages: Inuktitut, French and English; trilingual would be an asset;
- Experience in a cross-cultural setting is considered an asset.

***The selected candidate must be willing to travel frequently in the region.***

**Place of work:** Kuujuaq

**Salary:** Min. \$110,799 – Max. \$152,352 per year, based on 35 hours/week.

**Benefits:** Cost-of-living differential: minimum \$8,500 per year.

Food allowance: minimum \$4,216 per year.

Annual leave trips: a minimum of 3.

Group insurance.

Vacation: 30 days per year.

Statutory holidays: 20 days, including 10 days over the holiday season.

Please send your **resume** before 5 p.m. on February 21, 2025, to:

**Human Resources Department**  
**Kativik Regional Government**  
P.O. Box 9,  
Kuujuaq, Quebec J0M 1C0  
Email: [humanresources@krq.ca](mailto:humanresources@krq.ca)  
Fax: 819-964-2975



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The KRG is an equal opportunity employer. In accordance with this and with the *James Bay and Northern Quebec Agreement*, conditions may vary to promote the employment of Inuit candidates. Only candidates selected for an interview will be contacted in writing.