



POSITION DESCRIPTION

Indigenous Affairs Sr. Coordinator

DATE POSTED: March 23, 2021
CLOSING DATE: April 6, 2021
TITLE: Indigenous Affairs Sr. Coordinator
LOCATION: Kitikmeot Community, Nunavut
REPORTS TO: Vice President, Environment & Sustainability/
Director, Indigenous and Northern Affairs
DIRECT REPORTS: None
JOB FAMILY: Environment & Sustainability

INTRODUCTION

Sabina Gold & Silver Corp. (Sabina) is a Canadian precious metals company on track to become a mid-tier gold producer. The Company has a portfolio of properties in Canada at different stages of development. Our flagship project, the Back River Gold Project (Project), is located in the Kitikmeot Region of Nunavut. Through the advancement of the Project, Sabina is evolving from a successful exploration company to a developer and future producer.

The Indigenous Affairs Sr. Coordinator is a member of the Environment & Sustainability team for the Back River Project. They will support the Environment & Sustainability team to ensure the Company fulfills relevant commitments included in environmental, socio-economic and other agreements such as the Inuit Impact and Benefit Agreement (IIBA). The Coordinator will also support and participate in engagement activities with Indigenous and community stakeholders including developing new communication mediums to enhance and extend local understanding of our activities.

The Indigenous Affairs Sr. Coordinator will assist in the continued development and implementation of programs to maximize Inuit participation and benefits from the Project. They will support and manage reporting and data collection activities and assist in other projects as directed by the Vice President, Environment & Sustainability and the Director, Indigenous and Northern Affairs.

ESSENTIAL DUTIES:

In this position the Indigenous Affairs Sr. Coordinator will:

- Assist in the development and implementation of policies and procedures to ensure Indigenous and northern community involvement in the Project.
- Support implementation and compliance with relevant current and future agreements including the IIBA.
- Support and participate in Sabina's in-person and remote engagement activities with Indigenous and community stakeholders within Nunavut and the Northwest Territories.
- Assist in the development and delivery of presentations and other outreach materials on the Project at community meetings and northern events.
- Working with Inuit employees to understand issues, concerns, and suggestions related to Project work and family/community life.
- Liaise with the Back River Finance, Project Development, Construction and Human Resources Departments to ensure the Company's expectations for Inuit participation are being achieved.



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- Support internal and external reporting requirements including those associated with the Nunavut Impact Review Board's Project Certificate Terms and Conditions, regulatory authorizations, and requirements, as well as Inuit and other agreements.
- Track data to regularly assess Sabina's performance towards achieving relevant objectives.
- Identify and develop, with the Director, Indigenous and Northern Affairs and the VP, Communications, new communication media to extend knowledge of our activities into northern communities and to engage other interested parties.
- Work with the Director, Indigenous and Northern Affairs to ensure Sabina's compliance with relevant sections of the Company's Sustainable Development Policy and other corporate policies.
- Work safely and contribute to safe practices of the Sabina team and contractors.
- Other duties as assigned.

WORKING PREMISES:

The position is based in Cambridge Bay, Nunavut or another Kitikmeot community. Allowance for a remote work location will be given until COVID travel restrictions are reduced within Nunavut.

TRAINING & EXPERIENCE:

- Self-starter, continuous learner, and with a passion for driving Indigenous participation in resource development.
- A college or university degree, or equivalent experience, in the social sciences, business administration, environmental science, mining engineering, or another relevant field.
- Five to eight years of related experience preferably in Indigenous relations and/or socio-economic aspects of resource development in Canada's north.
- Knowledge of Canada's north and its Indigenous peoples, and more specifically Inuit of the Kitikmeot Region, Nunavut.
- Proven ability to communicate effectively to individuals and large groups over a broad range of topics, including to Indigenous peoples.
- Ability to communicate in Inuktitut and/or Inuinnaqtun preferred.
- Organized with strong time management skills.
- Ability to work independently as well as collaboratively in a multi-disciplinary, cross-cultural team.
- Strong problem-solving orientation.
- Excellent oral and written communication skills.
- Capacity for strategic thinking to support corporate messaging to various stakeholders, external personnel, and regulatory agencies.
- Work safely and contribute to safe practices of the Sabina team and contractors.
- Strong Microsoft Office and computer skills.
- Willingness to travel (approximately 20%).
- Preference will be given to designated Inuit from the Kitikmeot Region.

CONTACT INFORMATION

Please forward applications and resumes to employment@sabinagoldsilver.com noting Indigenous Affairs Sr. Coordinator in the subject line.