

JOB POSTING



Aso's Danaett ' Adze Kwa
GRANDMOTHER'S
GREENHOUSE

Position: Native Seed Collection and Processing Coordinator

Position Status: Full-time 35 hrs/week

Location: Blueberry River First Nation in northeast British Columbia

Reports to: General Manager, Grandmother's Greenhouse

About Us

Aso's Danaett'Adze Kwa, "Grandmother's Greenhouse" primary focus is to be a Nation led supply chain which will include native seeds and seedlings for restoration within Treaty 8 territory. Grandmother's Greenhouse is one of the first ecological restoration start-up companies owned by Blueberry River First Nations (BRFN). With a vision to bring native seeds into the hands of BRFN Members, Grandmother's Greenhouse intends to hire and train Blueberry members to undertake leadership roles within the developing native seed and nursery stock production business.

Role Overview

Reporting to the General Manager, the Seed Collection and Processing coordinator will be directly working with and supported by a contracted native seed specialist to coordinate and manage native seed collection and processing projects within Treaty 8 territory for Blueberry River First Nation. Collection typically includes native species for restoration as well as threatened, endangered, and sensitive species. Collection projects may include culturally important forbs, shrubs and tree seeds. There is a strong plant identification, data management and understanding of GIS/mapping tools component with this position. The program coordinator will supervise and train 6-8 seasonal seed collection and processing agents.

Key Responsibilities

- Manages and coordinates casual staff for seed collection
- Manages collection and processing training program
- Manages inventory and storage of seed lots
- Works with native seed specialist to build out a master spreadsheet with all details for native seed collected during previous collection season
- Develops territory wide seed collection maps based on GPS locations identified from previous collection season
- Develops a seed collection strategy based on BRFN restoration plans and other contracts awarded
- Supports the development of access maps for seed collection in bio geoclimatic zones, as required
- Works with manager in quantifying the market place for seed in gel caps and support the development of a business framework for production and sales goals
- Orders seed collection and processing supplies, as required
- Supports the building of relationships with 3rd party suppliers, local environmental managers and resource companies to forecast seed requirements for future restoration
- Develops relationships with other First Nations engaged in native seed collection



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- Supports broader networking within the national, provincial and regional seed networks
- Supports in the hiring process for long term and short-term employees for the seed collection program and its future growth.
- Develops seed collection program plans and associated budget
- Follows forecasted seed sales generated in the fall/winter to develop seed collection plans for the season
- Assists manager with day-to-day program management and budget tracking as required

Qualifications

- Passion for the natural environment
- Interest in learning about trees and seeds, their propagation, and specific care needs.
- Willingness to work both independently and as a team
- Plant identification skills (including common weeds). Familiarity with regional plant communities is an asset
- Strong organizational skills and attention to detail
- Ability to lead and mentor a team through the seed collection process
- Experience managing and coordinating multiple projects
- Positive attitude and excellent oral and written communication skills
- Experience developing and maintaining relationships with partners, private landowners and colleagues.
- Demonstrated proficiency with Microsoft Office applications (Word, Excel, PowerPoint)
- Navigational and mapping skills using a variety of tools, including aerial photos, compass, GPS and mapping applications
- Good physical condition. Ability to work long hours in adverse weather conditions
- Current valid class 5 driver's license.
- Requires successful completion of a background check and driving record.

Education

- Highschool diploma completion preferred
- An administrative education would be a great asset but is not mandatory.

Working Conditions

- This role will be an office based position however field visits to project sites will be required from time to time.

Benefits

- Extended Health and Dental Care Coverage
- Paid Vacation
- Indigenous Candidates may be subject to tax exemption under the standards for TD1-IN legislation

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Compensation

- Salary Range: \$32.13/hr - \$40.16/hr



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If interested please submit cover letter and resume to:

HR and Administration Manager

careers@brr.ca