



SASKATCHEWAN
WILDLIFE
FEDERATION

Employment Opportunity

Position Title: Director of Fisheries

Closing Date: August 24, 2023

Name of Employer: Saskatchewan Wildlife Federation

Employer Address: 9 Lancaster Road
Moose Jaw, SK S6J 1M8

Website: www.swf.sk.ca

Contact Person: Darrell Crabbe, Executive Director

Email: dcrabbe@swf.sk.ca (preferred)

Phone Number: (306) 692-8812

Location: Moose Jaw, SK

Salary: \$40,000 - \$75,000 annually

Type of Position: Full Time; non-unionized

Company Profile

Established in 1929, the Saskatchewan Wildlife Federation (SWF) is a non-profit, membership-based, environmental non-government organization committed to the wise use and management of our natural resources. With approximately 33,000 members in over 120 branches across Saskatchewan, per capita, we are the largest conservation organization of its kind in the world. With our numerous education, wildlife habitat, and fisheries programs, the SWF is widely acknowledged in Saskatchewan as a leader in the conservation field and a strong advocate for anglers and hunters.

Job Description

Reporting to the Executive Director and working within the direction of a steering committee, the Director of Fisheries is responsible for identifying and coordinating the implementation of new fisheries enhancement projects that benefit fish populations, fish habitat and angling in Saskatchewan; and overseeing the operation and maintenance of existing projects. This includes working with partner organizations and securing additional funding where required; providing written and oral reports; and promoting the SWF and its Fisheries Enhancement Program.

In addition, this position provides technical and administrative support to the Saskatchewan Wildlife Federation, its staff, Board of Directors, branches and programs.

Job Duties

- Identify and coordinate the implementation of fisheries enhancement projects that benefit fish populations, fish habitat and angling opportunities in Saskatchewan in accordance with the *Fisheries Enhancement Agreement*.
- Oversee the maintenance and operation of existing fisheries enhancement projects.
- Work with and oversee the activities of the Fisheries Technician.
- Develop written project proposals for review by a steering committee.
- Develop proposals to secure additional funding for enhancement projects.
- Create and maintain records containing relevant information about fisheries project. This includes using hard copy files, electronic files and a GIS database.
- Work with the Executive Director to develop an annual fisheries program budget.
- Collaborate with numerous partners to identify and develop fisheries enhancement projects.
- Obtain appropriate regulatory approvals necessary to undertake fisheries enhancement projects and sampling activities.
- Provide written and oral reports on fisheries program activities to a variety of audiences as required.
- Perform site assessments to evaluate fisheries enhancement projects that are proposed, underway, or complete where required.
- Undertake appropriate fisheries or water quality sampling activities as related to enhancement activities when necessary.
- Collaborate with Ministry of Environment fisheries staff on fisheries management, enhancement and spawn-taking activities.
- Collaborate with Fort Qu'Appelle Fish Culture Station staff when necessary.
- Oversee the Fish in Schools (FinS) program.
- Provide technical and administrative support to the SWF staff and Board of Directors.
- Provide technical support to SWF branches.
- Attend meetings on behalf of the SWF and represent the SWF on relevant committees.
- Promote the SWF and its fisheries program through presentations, social media and other written and verbal communications.

Skills and Experience

- Ability to manage multiple projects and activities at one time.
- Ability to develop and maintain internal and external collaborative relationships.
- Must be self-motivated and have the ability to work without direct supervision.
- Must demonstrate strong leadership qualities.

- Must demonstrate a thorough knowledge and understanding of prairie fish species and their habitat requirements.
- Must possess a basic understanding of how development activities can impact fisheries.
- A basic understanding of sediment and erosion control is an asset.
- Ability to operate boats and other equipment and perform minor maintenance.
- Ability to operate a vehicle with a trailer in tow.
- Must be comfortable working around open water and on frozen lakes.
- Must possess a basic understanding of fisheries and water quality sampling techniques.
- A basic understanding of limnology and Geographical Information Systems (GIS) is an asset.
- Skills in written and verbal communication and ability to complete written reports and complete other tasks on a timely basis.
- Ability to develop and deliver presentations to SWF members, partner organizations, government agencies and the public on activities related to fisheries enhancement and the SWF.

Other Requirements

Education: Degree in Science with specialization in biology, limnology, environmental science, or ecology

Other: Valid Saskatchewan driver's license.

Working Conditions

The Director of Fisheries is required to perform physical activities including lifting moderate to heavy items (greater than 10 kilograms), walking, operating boats and other equipment, and driving for long periods of time. Travel within the province is expected with occasional overnight stays.

How to Apply

Send resume and cover letter to Darrell Crabbe, Executive Director (email preferred – listed above). Best formats include Word and PDF.