



huu ay aht

ANCIENT SPIRIT, MODERN MIND

**Position:** Lands Planner

**Term:** 2–3-year term (with possibility of extension / longer-term opportunity)

**Location:** Port Alberni and Anacla, Vancouver Island, BC

**Reports To:** Director of Lands & Resources

**Salary Range:** \$80,000 – \$95,000 per year (commensurate with experience)

### **Function and Job Summary**

The HFN Land Planner will strategize the optimal use of Huu-ay-aht lands for development and sustainability. The role assesses impacts, coordinates with partners, and ensures compliance with HFN laws. Core tasks include site analysis, feasibility studies, and plan implementation. The Land Planner will implement the land use plan, zoning, permitting, leases, and licensing processes, as well as the Hish a mah swawak Integrated Resources Management Plan.

### **Key Accountabilities**

- Conduct research and analysis of HFN land use regulations, zoning, and environmental regulations to determine the feasibility of development projects.
- Develop a system for land use planning and application processes for permits, leases, and licenses for HFN Treaty Settlement Lands (TSL).
- Review, amend, provide guidance, and oversee all permit applications, land leases, and licenses for HFN TSL.
- Collaborate with HFN Infrastructure, partners, and other professionals to develop and implement site plans and designs.
- Review and evaluate proposals for land development projects and provide expert testimony in proceedings related to land use and development.
- Communicate with applicants, staff, and stakeholders to ensure compliance with regulations and address concerns.
- Ensure all land applications align with the Hish a mah swawak Integrated Resources Management Plan; provide advice and recommendations where alignment must be corrected.
- Stay current on industry trends and regulatory changes.
- Compile and analyze data on demographic, economic, legal, political, cultural, sociological, physical, and other factors affecting land use.
- Prepare and recommend land development concepts and plans for zoning, subdivisions, transportation, public utilities, community facilities, parks, forestry, and other land uses.
- Advise on environmental protection plans (wildlife preserves, parks, watershed protection) with the Lands & Resources team.
- Formulate long-range objectives and policies for future land use and environmental protection.
- Provide advice, guidance, and planning associated with forestry activities within HFN territory.

### **Operational Requirements**

---

**Office:** Anacla Government Office, 170 Nookemus Road, Anacla, B.C., V0R 1B0

Phone: 1.888.644.4555/ 250.728.3414 Fax: 250.728.1222

**Mail:** Port Alberni Government Office, 4644 Adelaide Street, Port Alberni, B.C., V9Y 6N4 Phone: 250.723.0100 Fax: 250.723.4646



huu ay aht

ANCIENT SPIRIT, MODERN MIND

- Office setting with regular field site visits and meetings with applicants, consultants, and partner agencies.
- Periodic travel between PAGO and AGO; occasional evening meetings for engagement sessions or hearings.

### **Education and Experience Requirements**

- Degree in urban or regional planning, geography, political science, or environmental science is desirable; or a combination of GIS certification, strategic planning coursework, and at least 2 years of planning experience.
- Experience with planning legislation, zoning bylaws, subdivision/development standards, and permitting workflows.
- Proficiency with GIS/mapping and spatial analysis; ability to interpret technical drawings and site plans.
- Strong analytical, organizational, and project management skills to coordinate multiple files and deadlines.
- Excellent communication and stakeholder engagement skills with applicants, consultants, and partner agencies.
- Valid Class 5 Driver's Licence and ability to travel between Port Alberni and Anacra as needed.
- Asset: familiarity with First Nations land governance and Treaty Settlement Lands processes.

We thank all applicants for their interest; however, only those candidates selected for an interview will be contacted.

**Closing Date: Until Filled**

### **To Apply:**

Please submit your cover letter and resume to [jay.g@huuayaht.org](mailto:jay.g@huuayaht.org), or by mail to:

**Attn:** Human Resources Department  
Huu-ay-aht First Nations Government  
4644 Adelaide Street, Port Alberni, BC V9Y 6N4  
*Please quote "Lands Planner Job Posting" in your application.*



huu ay aht

ANCIENT SPIRIT, MODERN MIND

**Vision** - *The Huu-ay-aht envision a strong, self-governing, and self-reliant Nation. lisaak will guide us as we work together to foster a safe, healthy, and sustainable community; where our culture, language, spirituality, and economy flourish for all.*

**Mission** - *As a leader among First Nations, the Huu-ay-aht First Nations will create certainty for its community, generate wealth for financial independence, provide economic opportunities, deliver social, cultural and recreational programs for all Huu-ay-aht.*

### **Huu-ay-aht First Nations Values**

#### **PROFESSIONALISM**

- Ethics – be prepared, on time and ready to work
- Ethics – be responsible for the success of your work and others
- Lead by example
- Respect - for confidentiality, yourself, and co-workers
- Work / Life Balance
- Work Smarter - Share your expertise and your successes
- Take pride in your work

#### **RESPECT**

- Golden Rule – Treat others how you want to be treated
- Listen actively and attentively to what people are saying and clarify
- Accept people for who they are and do not judge
- Basic Etiquette – remember the common courtesies, kindness & compassion
- lisaak
- Observe protocol and ceremony

#### **HEALTH**

- A healthy body, mind and soul through proper diet, sleep, and exercise
- Avoid burning out with a proper work / life balance
- Be positive - always remember to smile and laugh

- Care about each other, ask questions and follow up
- Be appreciative of one another and the work we do

#### **EFFECTIVE COMMUNICATION**

- Think twice, speak once
- Make sure your body language is sending the correct message
- Provide responses in a timely manner; acknowledge request and provide timeline
- Listen attentively and clarify

#### **Trust**

- Walk the talk - be honest, no gossiping
- Believe the good in everyone not the bad
- Voice your concerns, do not harbor them – clear the air
- Spend more time focusing on what you are supposed to be doing, and less time on what others are or are not doing
- Be happy and enjoy your work life

#### **SUPPORT**

- Be available to help and ask for help when needed
- Advocate and help one another
- Provide constructive criticism, not just criticism
- Do not gossip; stop gossip when it occurs
- Clarify and seek feedback from each other

---

**Office:** Anacla Government Office, 170 Nookemus Road, Anacla, B.C., V0R 1B0

Phone: 1.888.644.4555/ 250.728.3414 Fax: 250.728.1222

**Mail:** Port Alberni Government Office, 4644 Adelaide Street, Port Alberni, B.C., V9Y 6N4 Phone: 250.723.0100 Fax: 250.723.4646