



Burns Lake

Community Forest Ltd.

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Job Description-General Manager of ComFor Management Services and Burns Lake Community Forests Ltd.

The General Manager is, in essence, the face of the Burns Lake Community Forest and as such, must be professional and community minded at all times. The community forest was developed on the following founding principle: the community forest is for the benefit of all residents of the community as a whole. This philosophical keystone should guide the General Manager's decisions, with business minded consideration.

Burns Lake is located in the heart of northern British Columbia, about 222 km west of Prince George on Highway 16. The village has a diverse population of 3,614 residents and serves a surrounding area of approximately 10,000 residents of the Regional District of Bulkley-Nechako. There are six local First Nations communities with an approximate population of 3,332, and two of the six local First Nations communities are within municipal boundaries. Burns Lake has a strong sense of culture and incredible local talent to showcase.

As General Manager, you will be responsible for ComFor Management Services and Burns Lake Community Forest Ltd. This will include ensuring staff receive suitable workloads, training and support and a safe work environment.

The role of the General Manager will include, but is not limited to, the following job duties:

- The production of an annual operational plan for ComFor Management Services and Burns Lake Community Forest Ltd.
- Negotiate and administer logging and sales contracts.
- Provide the Board with reports on operations and performance with respect to plan targets.
- Ensure that strategic and operating plans are developed and followed, including associated budgets.
- Ensure that Company activities conform to Board policies and procedures, as well as regulatory requirements.
- Determine the operating cost of the community forest.
- Work with the approved Management Plan, FSP, and the AAC within the tenure.
- Draft and update Policies for review and adoption by the Board
- Analyze current business practices and make suggestions to the board.
- Conduct day to day operations of both companies.
- Oversee all silviculture operations.

- Oversee all development operations.
- Work in conjunction with the harvesting operations coordinator.
- Manage workloads of personnel.
- Carry out human resources activities, including hiring and dismissal of employees, as well as performance reviews and evaluations.
- Participate in the British Columbia Community Forest Association.

Relevant experience in the natural resources sector is essential. The candidate must have strong interpersonal and communication skills in dealing with the public, First Nations, contractors and client groups, external agencies and staff. The successful applicant must be familiar with the United Nations Declaration on Rights of Indigenous Peoples, Delgamuukw and Chilcotin decisions. The successful applicant must be able to plan effectively, innovate, negotiate and resolve conflicts and problems. The candidate must be able to manage resources and financial budgets, and have demonstrated experience giving direction and coaching staff in order to meet business priorities and operational needs. Candidates registered or eligible for registration with the Association of British Columbia Forest Professionals (ABCFP) are preferred.

This position offers a competitive salary and benefits package with a personal use truck.

Applications, including a covering letter and resume, must be received no later than June 1st, 2016. Interested candidates may apply in confidence to:

Frank Varga, President
Burns Lake Community Forest
info@blcomfor.com

We thank all candidates for their interest, however, only those selected for further screening or an interview will be contacted.