



Vice President, First Nation Relations – Position Description

1. Introduction

Yukon Energy operates electricity generation, transmission and distribution systems across the Yukon on the Traditional Territories of multiple Yukon First Nations. Building and maintaining strong, respectful and productive relationships with Yukon First Nations is critical to the Corporation's ongoing success. Yukon Energy's 5-Year Strategic Plan, published in 2019, confirmed the Corporation's commitment to establishing mutually beneficial and strategic partnerships with Yukon First Nations governments, through respectful and thoughtful collaboration. Specific actions were included in the 5-Year Strategic Plan to develop a framework of partnership options with First Nations, share opportunities for First Nations-owned businesses in Yukon Energy's procurement and project development activities, and create opportunities for Yukon First Nations candidates to join our team.

The Vice President, First Nation Relations is responsible for leading the consultation, engagement and relationship building with First Nations on a broad range of corporate projects and initiatives. These activities include the negotiation on Project Agreements for new energy and transmission projects, consultation and engagement on the relicensing of Yukon Energy's existing hydro facilities, and building and maintaining strong, respectful and productive relationships with First Nations governments, administrations, development corporations, Elders and Citizens.

As a member of the Senior Management Team, the incumbent plays a key role in developing and executing corporate goals, financial and business plans, and strategies to achieve the corporate mandate. The incumbent will act as an internal advisor and thought leader on First Nations issues, providing advice and guidance on all corporate aspects of First Nations relations. The incumbent provides direct supervision to the First Nation Relations team, including a Community Relations Coordinator.

Preference will be given to candidates of First Nations Ancestry.



2. Specific Accountabilities

2.1. First Nations Relations:

- Leads the consultation and engagement with First Nations to secure support for new energy and transmission projects developed by Yukon Energy. Participates together with Yukon Energy's Resource Planning and Engineering Departments in a cross-functional project team during all phases of the project development lifecycle;
- Negotiates Project Agreements with First Nations for new energy and transmission projects developed by Yukon Energy. Works with internal resources and external advisors to structure and negotiate investments by First Nations in projects, consistent with Yukon Energy's First Nations Investment Framework and the obligations under Final Agreements. Structures and negotiates other benefits included in Project Agreements, including procurement opportunities, training and employment opportunities, etc.;
- Leads the consultation and engagement with First Nations on the relicensing of Yukon Energy's existing hydro facilities. Negotiates non-technical aspects of these relicensing projects, and participates together with Yukon Energy's Resource Planning Department in a cross-functional project team during all phases of the project relicensing;
- Builds and maintains strong, respectful and productive relationships with First Nations governments, administrations, development corporations, Elders and Citizens. Supports Yukon Energy's CEO in maintaining a close ongoing dialogue with First Nations Chiefs and Executive Councils. Supports the Resource Planning Department in developing close working relationships with Lands Management departments within First Nations governments;
- Supports the negotiation of Electricity Purchase Agreements (EPAs) with First Nations proponents of projects developed under the Yukon government Independent Power Producer (IPP) policy; Supports First Nations project developers in securing Federal funding of First Nations-led projects;
- Supports Yukon Energy's Engineering and Procurement functions in the implementation of Yukon Energy's First Nations Procurement Policy, including building and maintaining relationships with First Nations development corporations to maximize contracting and other opportunities for First Nations.
- Supports Yukon Energy's Human Resource department in the implementation of Yukon Energy's First Nations Employment Policy, including building and maintaining relationships with First Nations Human Resource departments and youth in order to build a pipeline of engaged and qualified First Nations candidates for Yukon Energy positions;
- Supervises the First Nation Relations department (1 direct report), including group goal setting, assignment and prioritization of work. Fosters an environment of teamwork and cooperation with other departments. Promotes effective communication to provide increases in efficiency and collaboration;
- Prepares and manages the First Nation Relations department's annual budget and ensures that effective procedures are in place to monitor and control expenditures.



2.2. Senior Management Team:

- Participates as an active member of Yukon Energy's Senior Management Team in the development, implementation and achievement of corporate goals, objectives and policies;
- Acts as an internal advisor and thought leader on First Nations issues, providing advice and guidance on all corporate aspects of First Nations relations. Supports the resolution of sensitive issues related to First Nations relations;
- Participates together with Senior Management in Board of Directors meetings;
- Maintains effective relationship with Senior Management peers and staff and participates on management and working committees as required to ensure a coordinated approach to the development and delivery of programs, policies and procedures throughout the Corporation;
- Appears as a witness before regulatory agencies, represents the Corporation at community and business meetings and industry associations such as the Canadian Electricity Association (CEA).

2.3. Administration and Communication:

- Utilizes and manages corporate resources, external consultants and legal specialists, to direct the completion of agreements with First Nations, and obtains Management, Board and regulatory approval for these agreements as required;
- Prepares and presents formal reports, proposals, presentations and business plans on key First Nations related projects and initiatives;
- Builds and maintains a corporate record of all First Nations consultation and engagement activities, cross references to applicable project records;
- Remains current with new and "best in class" approaches to First Nations engagement, consultation and relationship building. Monitors key industry developments in First Nations relations through participation in the Indigenous Relations working group of the Canadian Electricity Association (CEA) and other industry forums, as appropriate;
- Manages the Corporation's certification under the Progressive First Nations Relations (PAR) program of the Canadian Council of Aboriginal Business (CCAB). Coordinates the development of required internal policies and practices to advance Yukon Energy's level of certification under the PAR program. Develops application materials for new certifications;
- Maintains a close dialogue with Yukon government Department of Aboriginal Relations, establishing and maintaining regular communications and information sharing on key First Nations-related projects. Coordinates joint work of specific projects involving the direct involvement of Yukon government Department of Aboriginal Relations.



3. Candidate Profile

3.1. Experience:

- 8-10 years direct experience in First Nations relations, administration or government.
- Direct experience as an active member of a leadership or senior management team, either in a corporate or government organization;
- Business or other work experience in the energy industry or other resource industries (preferred);
- Supervisory experience (preferred)

3.2. Subject Matter Expertise:

- In-depth and comprehensive knowledge of the First Nations consultation environment in the Yukon, including knowledge of First Nations history, Final and Self-Governing Agreements and current issues;
- Knowledge of the constitutional context of First Nations and Treaty rights in Canada;
- Structuring and negotiation of inter-governmental agreements, Impact Benefit Agreements (IBAs) or Project Agreements between First Nations and corporate entities;
- Superior skills in written and verbal communications, including internal and external meetings, and preparation of Board-level reports and presentations.

3.3. Competencies

Collaboration and Relationship building:

- Builds and nurtures effective and collaborative networks and relationships with colleagues and external parties;
- Strong influencing skills and the ability to leverage and build alignment with parties with differing interests;
- Actively listens to understand the impact of issues and the perspectives of others; and
- Engages others to support initiatives.



Leadership:

- Demonstrated leadership, supervisory and team building skills to work effectively with peers in a senior management or leadership team in achieving department and organizational objectives;
- Excellent leadership track record relating to negotiations, project planning, problem solving, goal setting and directing budgets;
- Demonstrated ability to handle complex and at times confrontational situations in the corporate and public sectors, and to defend the actions and programs of the corporation;
- Ability to influence and advise internal and external senior executives, First Nations and community leaders and potential partners on the potential benefits and advantages of projects and corporate initiatives;
- Sensitivity to the political, legal, safety and environmental concerns facing the Corporation, and the complex trade-off between these business drivers;
- Ability to work in a cross-cultural environment; and
- Able to lead and work effectively in a fast-paced and constantly evolving environment.

Create Vision and Strategy:

- Informs analysis with a thorough understanding of the environment;
- Engages others to translate strategies into concrete objectives;
- Contributes expertise and insight to the development of organizational strategies;
- Communicates with clarity and conviction; and
- Implements strategies that respond to organizational priorities.

Mobilize People:

- Creates a sense of common purpose and direction in the department and among colleagues;
- Sets clear expectations, monitors and evaluates performance;
- Gives honest feedback, recognizes performance and manages non-performance;
- Engages employees to gather ideas and input to build engaged, cohesive teams; and
- Sets challenging goals for self and models dedication and high performance.



Uphold Integrity and Respect:

- Values and provides authentic, evidence-based advice;
- Holds self and the organization to the highest ethical and professional standards;
- Implements practices to advance an inclusive organization, respectful of the diversity of people and their skills and free from harassment and discrimination;
- Exemplifies impartial decision-making; and
- Engages in self-reflection and acts upon insights.

Promote Innovation and Guide Change:

- Identifies opportunities for and barriers to innovation and proposes creative approaches;
- Displays curiosity and an interest in continuous improvements of strategies and business processes;
- Implements practices to learn from setbacks and mistakes;
- Adapts plans and strategies to respond to the scope and pace of change, and
- Demonstrates resilience, composure and a positive outlook.

Results Oriented:

- Aligns people, work and systems to achieve program and policy efficiencies and results;
- Sets and revises goals and plans to reflect changing priorities or conditions;
- Delegates responsibility and accountability to appropriate levels;
- Informs decision-making with sound understanding of context, data and evidence;
- Demonstrates and promotes stewardship of financial and organizational resources;
- Makes challenging decisions and takes action at the opportune time; and
- Takes ownership and acknowledges impact and outcome of decisions.

3.4. Education:

- Academic credentials ideally include a post-secondary degree in Public Administration, Social Sciences, Business Administration or Law, or equivalent work experience.



4. Reporting Relationships

Reports to: President & Chief Executive Officer

Direct Reports: Community Relations Coordinator (new position)

Works Closely with: Yukon Energy Senior Management Team; Resource Planning staff

Relates to: First Nations; Yukon Energy Board of Directors; all Yukon Energy employees (90); Territorial and Federal governments; appropriate regulatory bodies; Council of Yukon First Nations (CYFN); Yukon First Nations Chamber of Commerce (YFNCoC)