



EMPLOYMENT OPPORTUNITY – EXECUTIVE DIRECTOR

The Bulkley Valley Research Centre (BVRC) is seeking an Executive Director (ED). The successful candidate will be self-motivated, passionate about scientific research, can build networks, perform outreach and extension, and create funding opportunities to advance and sustain place-based research in northwest British Columbia.

About Us

The Bulkley Valley Research Centre is located on Gitdumden Territory of the Witsuwit'en First Nation, in Smithers, British Columbia. The BVRC is an independent, not-for-profit society conducting high-quality, interdisciplinary research on natural and cultural resources. The Centre creates learning and extension opportunities for both our members and the community through workshops, conferences, and other networking events.

Job Description

The ED reports to the Board of Directors and is responsible for: establishing, leading, and executing major goals and objectives for the organization; overseeing the operations and organization of the Centre; creating and implementing policy; supporting the Board, staff and sub-contractors; building partnerships and representing the organization to regulatory bodies and other agencies, community and civic organizations, funders and supporters, and the general public.

The listed tasks are an overview of the position responsibilities. A detailed job description can be found [here](#).

Qualifications

A degree in a field related to the sustainability of natural resources or Business Administration or equivalent experience in a non-degree granting program. The position requires excellent communication skills and the ability to work well with diverse people and organizations. The ideal candidate will also have experience working with communities, building or delivering research projects, and developing successful research proposals. A minimum of 3-years' experience in non-profit organizations is also an asset.

This is an employee position with a 6-month probation period. Hours are flexible, up to 40 hours per week. Compensation based on qualifications and experience is in the range \$75,000 to \$90,000 per annum (with adjustments for part-time hours).

Apply

Please send a cover letter and resume with 'Executive Director' in the subject line to info@bvcentre.ca by March 21, 2023.

We appreciate all applications, however only those candidates selected for an interview will be contacted.