

Employment Opportunity

Position Title: Extension Manager, Silviculture Innovation Program

Reports To: Director of Engagement and Grants

Status: Full-time (35 hours/week), 2-year with potential for renewal

Location: Smithers, BC

Hourly Wage: \$46.00 - \$53.00 per hour, depending on experience

Application Closing Date: February 15th, 2026 or until suitable candidate is found

Who We Are:

The Bulkley Valley Research Centre is an independent, not-for-profit research hub located in Smithers, British Columbia, on the traditional territory of the Gitdumden Clan of the Wet'suwet'en Nation. Founded in 2002, the Centre's purpose is to support high-quality, inter-disciplinary research to inform and advance policy and practice related to sustainable natural resource management in BC.

Research initiatives involve collaboration amongst a range of stakeholders including industry, government, First Nations, academic institutions and other organizations. The Centre also connects researchers, practitioners and the wider community through seminars, workshops, conferences and other networking events.

The Centre is managed by an Executive Director and administrative staff, with research scientists and technicians running programs and projects, overseen by an active Board of Directors. Visit bvcentre.ca to learn more.

Silviculture Innovation Program:

In March 2023, the Government of BC announced an investment of \$10 million in establishing and advancing a silvicultural innovation program (SIP) in BC. This investment was a direct response to Recommendation #12 of the Old Growth Strategic Review to create a program aimed at developing harvesting alternatives to clearcutting that maintain old forest values. The funds were awarded to the Centre to carry out and implement the SIP.

The purpose of the SIP is to improve knowledge regarding innovative silviculture systems through extension, applied and operational research. The Program goals are to:

- Assess the needs and state of knowledge of the forest management community;
- Link extension needs to a motivated network of forest practitioners around the province;
- Bridge existing gaps in knowledge that advance practices and inform policy;
- Develop projects to advance innovative silviculture practices and approaches to forest management.

Visit <https://sip.bvcentre.ca/> to learn more

Position Summary:

The Extension Manager is responsible for leading and delivering extension programs that support engagement, knowledge sharing, and practical application across practitioner communities. This role oversees program planning and execution, manages budgets and grants, supervises staff, and works closely with practitioners to identify extension gaps and develop activities. The Extension Manager plays a key role in translating technical knowledge into accessible, engaging formats through workshops, storytelling, and community-based initiatives. The Extension Manager will be a strong writer and communicator, be able to span technical and conceptual boundaries to identify research and knowledge gaps and synthesize knowledge in digestible formats for different users. The Extension Manager will work under the Director of Engagement and Grants and with the broader team of the SIP to build a long-term extension program.

The Extension Manager will work independently and with subject matter experts to produce material for infographics, audio/visual recordings, and extension notes. The task of the Extension Manager is to extend information in accessible ways between knowledge holders and practitioners grounded in values laid out in the SIP vision and strategic plan, and in the themes identified in the SIP implementation plan. The Extension Manager will be asked to engage in respectful dialogue with diverse partners not limited to government, First Nations, industry and academia.

Required Qualifications: Master's degree or equivalent international degree and 5+ years experience in program or project management and working with practitioners and/or communities of practice. Subject matter expertise in the field of extension, environmental science, forestry, ecology, geography, communications, and/or resource management.

Preferred Qualifications: PhD Degree or international equivalent in a relevant field (e.g., extension, ecology, forestry, fire science, ecosystem science, environmental science or geography) and 2+ years of demonstrated experience in program or project management and working with practitioners and/or communities of practice. Knowledge of forestry and practices in British Columbia is considered an asset.

Expectations around remote or hybrid work to support recruitment: The preferred location is in Smithers. Some hybrid work is acceptable.

Key Skills and Competencies:

- Ability to supervise and support staff effectively
- Excellent communication and storytelling skills, including visual media
- Strong facilitation and engagement abilities
- Ability to translate technical information into practical, accessible formats
- Highly organized, adaptable, and collaborative

Key Responsibilities:*Program and Project Management*

- Lead planning, implementation, and evaluation of extension programs and activities
- Manage multiple projects simultaneously, ensuring timelines, deliverables, and outcomes are met
- Oversee program budgets, track expenditures, and ensure financial accountability
- Support grant-related activities, including coordination, reporting, and compliance

Team Leadership and Supervision

- Supervise and support at least two staff members, providing clear direction, feedback, and professional development support
- Coordinate workloads and ensure effective collaboration across extension initiatives

Extension and Engagement Activities

- With support from the Director of Grants and Engagement, design and deliver extension activities, including webinars, workshops, working groups and engagement events
- Provide technical extension support by translating research or technical information into practical guidance for practitioners
- Engage directly with practitioners and organizations to support and grow communities of practice

Communications, Storytelling and Visual Media

- Lead photovisual, storytelling and communications activities that showcase program impact and practitioner experiences
- Collaborate on social media, newsletters and other outreach materials to strengthen engagement and visibility

Planning and Continuous Improvement

- Identify extension gaps, emerging needs and opportunities for new or improved activities
- Use logic models, feedback and evaluation outcomes to refine programs and enhance impact
- Support strategic engagement priorities in collaboration with the Director of Engagement and Grants

Additional Information:

At the BVRC, we value diversity — in backgrounds and in experience. A diverse team enables the Centre to better achieve its objective of supporting research and extension in the public interest. The Centre is an equal opportunity employer and committed to diversity, equity, and inclusion in the workplace and in science. We strongly encourage members of groups that are underrepresented and/or historically excluded from these sectors to apply. Our compensation package includes a flexible work environment, adaptable scheduling, and strong support for work–life balance.

Apply:

To explore this opportunity further, please send a cover letter and resume with title formats as follows:

- Resume: “(Last Name) (First Name) – Resume”
- Email subject: “[Your Name] – Application for Extension Manager”
- Email to: sip.manager@bvcentre.ca