



Marine Plan Partnership (MaPP) Initiative
Contract Announcement:
Regional Projects Coordinator

The MaPP initiative seeks to contract a Regional Projects Coordinator to coordinate implementation of the MaPP Regional Action Framework (RAF) 2022-23 annual workplan for a one-year contract with possibility of extension.

Overview

The Marine Plan Partnership for the North Pacific Coast (MaPP) is a co-led process between 17 First Nations and the Government of the Province of British Columbia that developed and is implementing plans for marine uses on B.C.'s North Pacific Coast, now and into the future. The MaPP initiative is notable also for the diversity of stakeholders involved and the number of marine uses, activities and values addressed.

The MaPP initiative was formalized in November 2011 through a Letter of Intent between the provincial government and First Nations organizations. Four marine plans were signed in April 2015, a regional action framework (RAF) was completed in May 2016 and plan implementation agreements were announced in August 2016.

The sub-regional marine plans set out objectives and strategies for achieving healthier oceans, stronger marine economies and improved cultural and social outcomes. The broader [RAF](#) establishes regional MaPP actions that the Partners have identified as being most appropriately implemented at a regional scale and that are consistent with, and support, sub-regional plan recommendations.

Sub-regional marine plan implementation is led by joint implementation teams, co-chaired by a BC and a First Nations technical representative. Sub-regional decision-making processes build on existing decision-making frameworks between BC and First Nations as appropriate. For implementation work related to the RAF, and for consistency in achieving MaPP implementation commitments, the co-chairs of the four sub-regional implementation teams collaborate as a regional MaPP Implementation Technical Team (MITT). The MITT is supported by technical staff from the MaPP Partner organizations and a regional projects coordinator.

A senior Marine Working Group (MWG) comprised of leadership of the MaPP partner organizations provides direction on and oversight of MaPP implementation. A Secretariat provides day-to-day administration and coordination for the MaPP MITT and the MWG.

MakeWay Charitable Society (formerly Tides Canada) is supporting the MaPP Partners by, among other activities, holding and disbursing funds. MakeWay has a project called the Marine Plan Partnership for the North Pacific Coast Implementation Support Project to carry out activities identified by Partners to support the initiative.



Position Summary

This is a contracted position of approximately 25-35 hours per week for a one-year term beginning in March 2022. Flexibility to work more or fewer hours based on project demands is desirable. The Contractor will complete work assignments that support the implementation of the MaPP RAF as outlined in the approved annual workplan. The Regional Projects Coordinator reports to the MaPP Secretariat for day-to-day operations and works primarily to support the MITT through coordination of topic-specific MITT sub-committees and working groups.

Preference will be given to contractors who have experience working with Indigenous organizations, governments and/or communities, in marine planning, applied marine science, and with demonstrated experience managing complex projects with a diverse and virtual team. Experience in science communications and performance reporting is an asset.

Scope of Work

The Contractor will work with the co-chairs of the following MITT sub-committees to advance the key projects and activities as outlined in the 2022-23 workplan:

- **Ecosystem Based Management Indicators Sub-committee** - Advances the MaPP Regional Kelp Monitoring Project which has focussed on using robust scientific methods and innovative technology to improve our understanding of kelp and contribute to more informed management decisions through field work, kelp monitoring programs, data analysis and collaboration with the relevant scientific communities. Advances regional human well-being indicators such as co-governance and stakeholder engagement. Advances science communications activities.
- **Spatial Planning Sub-committee** addresses region-wide amendments to the Sub-regional Plans such as updating activities and uses definitions, as well as other region-wide issues affecting MaPP marine plans.
- **Marine Plant Harvest Policy Review Sub-committee** is tasked with developing shared policy recommendations to address marine plant harvest in the MaPP region.
- **Data Management Sub-committee** aims to coordinate data and information management at the regional level including the [MaPP Marine Portal](#) and a MaPP Metadata catalogue project. A data management contractor supports the technical aspects of the work.

Key Activities and Deliverables

- Work with MaPP MITT sub-committees to implement the 2022-23 MaPP Regional workplan activities and report twice yearly on progress;
- Support MITT committee co-chairs in conducting MITT sub-committee meetings and/or workshops to achieve workplan outcomes including agenda, and materials development, and post meeting/workshop actions and follow up;
- Write reports, briefing notes, presentations;
- Support the development of requests for proposals as needed;



- Monitor regional budget and spending;
- Coordinate development of agendas and materials for MITT and/or MWG meetings;
- Coordinate development of agendas and materials for twice yearly Regional Marine Advisory Committee meetings;
- Support MaPP external communications and activities;
- Support on-boarding of new Partner staff on the work of various sub-committees;
- Build strong working relationships with MaPP partners and collaborators;
- Maintain regional Dropbox files;
- Coordinate data analysis, data management and monitoring training and work with contractors to ensure deliverables are met;
- Deliver workplan implementation progress reports twice annually in the format provided.

Qualifications, Experience and Skills

- Bachelor's degree in Biology, Geography, Natural Resource Management, or other related discipline and a minimum of 2 years of related work experience or suitable combination of education and experience (Master's or PhD preferred).
- Demonstrated successful and extensive project and contract management experience and one or more of: data management and storage, data collection and analysis, science communications, economic development.
- Experience in public policy, resource planning or resource management processes with multi-disciplinary teams and stakeholders.
- Experience working with First Nations and government representatives.
- Experience and strong relationships with government and non-government organizations working in marine environment in British Columbia preferred.
- Excellent written and verbal communication skills to express ideas clearly and concisely for diverse audiences.
- Experience writing and reviewing technical documents.
- Experience working collaboratively in a virtual office situation preferred.
- Ability to organize and manage own workload under limited direction, adapting to changing priorities and competing demands.
- Ability to think creatively and problem solve.
- An understanding of ESRI GIS software and decision support tools, such as Marxan, an asset.

Mandatory Requirements (Application must confirm ability to meet requirements)

- Advanced computer skills in MS Excel, Word, and PowerPoint are mandatory.
- Able to travel within the MaPP region.
- Ability to meet provincial and federal health policies for travel and gatherings.

Terms of Engagement

Status: The MaPP Regional Projects Coordinator will be an independent contractor who is expected to work from his or her own office and to provide the equipment necessary to conduct this work, including a computer and appropriate software, reliable internet and



phone access.

Contract Period: February 2022 to March 2023, with the possibility of extension.

Time Commitment: The Contractor is expected to be available 25-35 hours per week and must be available for meetings during regular business hours.

Fees: \$400 per day

Location: Contractor to be located in British Columbia.

Travel: Occasional travel may be expected within the MaPP Region. Travel costs must be approved in advance.

To Apply

Please submit a cover letter that outlines how you meet the qualifications, a resume or Curriculum Vitae, and a writing sample via e-mail no later than 5pm on **Sunday, January 30, 2022.**

Submit to:

MaPP Regional Projects Coordinator Contract
c/o Josie Byington, Communications Assistant
jbyington@mappocean.org