

Policy Advisor

www.forestrycouncil.ca

201 Milton St. Nanaimo, BC V9R 2K5



POSITION PROFILE

Position Title:	Policy Advisor
Reports to:	Policy Program Manager
Employment Type:	Full time (1 year with option to extend)
Job Location:	Nanaimo or Remote within BC
Salary Range:	\$65,000 - \$80,000

Role Purpose

The Forest Policy Advisor plays a critical role in advancing First Nations' interests, priorities, and values within British Columbia's forest sector. Reporting to the Policy Program Manager, the role provides expert analysis, strategic advice, and engagement support related to BC forest policy, legislation, and forestry practices.

The position leads and contributes to policy initiatives that promote First Nations rights, sustainable forestry practices, and Indigenous-led governance. The Advisor collaborates closely with First Nations leadership, government and industry partners, and provides technical and strategic advice to the Policy Program Manager and Executive Team, including the CEO, on forestry policy and legislative matters.

About the Forestry Council

We are a non-profit organization dedicated to supporting and empowering First Nations individuals, businesses, and governments in increasing their leadership and participation within British Columbia's forest sector. Our mission is to provide and enhance access to vital information, tools, resources, and support, empowering First Nations to seize opportunities and make informed decisions that will revolutionize the British Columbia forest sector. Through engagement, collaboration, and respect for traditional laws and protocols, we strive to unite diverse communities to shape the sustainable management of forests for future generations. Our work is organized into three core areas:



Forest Governance:

Supporting First Nations in becoming full partners in forest governance and stewardship. We assist with policy development and reform, helping First Nations governments navigate complex policy environments and increase their role in shaping forest policies across the province.



Workforce Development:

The Workforce program area supports Indigenous individuals to discover, access, and advance careers in the forest sector. This work focuses on strengthening career pathways through employer partnerships, education and training supports, and access to job opportunities, career discovery tools, scholarships and training.

Under Section 42 of the BC Human Rights Code, preference will be given to Indigenous applicants. Candidates who wish to qualify for preferential consideration must self-identify in their cover letter.



Business Development:

Assisting First Nations businesses in identifying opportunities and achieving long-term economic success in forestry.

By serving as a central resource for First Nations communities, the Forestry Council ensures that the information, resources, and opportunities needed to thrive in the forest sector are within reach. Together, we are building a future where First Nations are at the forefront of sustainable forest management in British Columbia.

What Success Looks Like

In the first 6 months:

- Policy research, analysis, and briefing materials are thorough, accurate, and timely
- The Advisor is effectively contributing to active policy and legislative initiatives
- Productive working relationships are established with First Nations, government, and sector partners
- The Policy Program Manager and Executive Team receive clear, actionable policy advice

Over time:

- First Nations interests are clearly advanced within forest policy reform processes
- The Advisor is recognized as a trusted technical and policy resource
- Policy initiatives contribute to stronger First Nations-led forest governance and stewardship
- Strategic policy advice supports long-term forest sector transformation

Core Responsibilities

- Forest policy research, analysis, and development related to BC forest legislation and regulation
- Evaluation of proposed policies and legislation and assessment of impacts on First Nations and forestry practices
- Drafting policy briefs, submissions, reports, and advisory materials
- Engagement, consultation, and relationship-building with First Nations, government, and industry partners
- Monitoring legislative, regulatory, and sector developments affecting First Nations forestry interests
- Strategic and technical advice to the Policy Program Manager and Executive Team
- Contribution to advocacy, strategic planning, capacity-building, and partnership initiatives

Working Conditions & Realities

- Hybrid role with approximately 80% remote work and 20% office-based work
- Travel within British Columbia required approximately 2 days per month, with flexibility as needed
- Standard business hours with flexibility to support engagement and consultation activities
- High degree of independence within a collaborative, mission-driven team environment

Under Section 42 of the BC Human Rights Code, preference will be given to Indigenous applicants. Candidates who wish to qualify for preferential consideration must self-identify in their cover letter.

Ideal Experience & Attributes

- Post-secondary education in forestry, environmental science, Indigenous studies, public policy, or natural resource management, or, equivalent experience
- Minimum of 5 years experience working in forestry policy, forest management, or with First Nations communities
- Strong knowledge of BC forest legislation, policy environments, and operational forestry practices
- Demonstrated expertise in policy research, analysis, and technical writing
- Experience drafting briefing notes, policy submissions, and reports for diverse audiences
- Demonstrated ability to build effective working relationships with First Nations and government partners
- Commitment to reconciliation, First Nations self-determination, stewardship, and environmental sustainability

Under Section 42 of the BC Human Rights Code, preference will be given to Indigenous applicants. Candidates who wish to qualify for preferential consideration must self-identify in their cover letter.