



Sema:th Xo:tsa Developments LP/LTD

Job Posting

POSITION:	STH'OQI AQUACULTURE LP FISH FARM MANAGER
HOURS:	40+ HRS PER WEEK
SALARY:	\$65,000.00 to \$86,000.00 BASED ON EXPERIENCE AND EDUCATION
TERM:	PERMANENT
REPORTS TO:	SEMÁ:TH MANAGEMENT SERVICES LP (SMSLP) CEO

1.0 PURPOSE & SUMMARY

Sth'oqi Aquaculture LP (SALP) is an aquaculture company that is jointly owned by Semá:th Xo:tsa Development LP (SXDLP), the development Corporation for Semá:th First Nation (SFN), Semá:th Management Services LP (SMSLP) and Lower Fraser Enterprises Limited Partnership (LFELP), which is comprised of 23 First Nation communities across the Fraser Valley. Sth'oqi Aquaculture focuses on sustainable freshwater fish production and operates in accordance with the cultural values and traditional knowledge of the Semá:th people. SALP is looking for a qualified individual to take on the role of Farm Manager. This role is responsible for managing the daily operations of the fish farm and the implementation of an aquaponics expansion. This includes the management of staff, production, maintenance, security as well as the management of the various projects associated with SALP. As this position is required to be on site in case of emergencies, residence on the Farm is provided as an additional benefit.

2.0 DUTIES & RESPONSIBILITIES

- 1) The is a hands-on operation that requires that you do physical work activities
- 2) Manage and adjust daily fish feeding rates and diets.
- 3) Sort and ship Tilapia according to wholesale demand.
- 4) Clean facility as required including daily cleaning of filters and drains.
- 5) Monitor and maintain fish health.
- 6) Maintain all equipment, pumps, generators and arrange with 3rd party contractors to maintain equipment as needed.
- 7) Manage employees, including approving time sheets and time off requests.
- 8) Monitor Alarm calls and be available to respond to alarms after hours.
- 9) Manage the installation of new equipment, raceways, and other upgrades.
- 10) Ensure inventory of fish feed and other consumables are stocked and reordered in a timely manner when required.
- 11) Manage and approve all farm invoices and forward to SMSLP Accounting department.
- 12) Work with SMSLP CEO to define budgets and manage project deadlines and milestones.
- 13) Ensure daily operations are managed according to fish farm licencing and appropriate regulations, including the Department of Fisheries and Oceans Canada (DFO).
- 14) Complete annual reporting to DFO and other entities as required.
- 15) Help with the planning and implementation of aquaponics expansion projects as required.
- 16) Oversee that all the property is maintained to meet requirements for food safe and local farming regulations
- 17) Update the Standard Operating Procedures (SOP's) on an annual basis and as required
- 18) Other duties as required.

3.0 QUALIFICATIONS

- 1) Minimum a Bachelor of Science or related degree/diploma in Aquaculture, Aquatic Resources or Fisheries Resource Management and/or an equivalent amount of education and experience.
- 2) Minimum of one (1) year working experience in fish farming or a related field.
- 3) Minimum of one (1) year working experience managing staff of 5 or more.
- 4) Practical experience in the budgeting and scheduling of projects.
- 5) Strong administrative background skills.

- 6) Experience in working with First Nations communities and/or organizations an asset.
- 7) Proven ability to maintain confidentiality.
- 8) Working knowledge of office procedures, records management, and document processing.
- 9) Ability to develop and maintain effective working relationships with peers, managers, community members, contractors, and suppliers.
- 10) First Nations descent is considered an asset.
- 11) Advanced knowledge and expertise about Microsoft Excel, Word, Zoom, Go-To Meetings.
- 12) Appreciation of First Nations culture, traditions, procedures, and protocols.

4.0 CONTACT

Please email your cover letter & resume to Human.Resources@sumasfirstnation.com
Deadline: Until filled.