

Natural Heritage Information Specialist

September 30/09

Ministry: Ministry of Natural Resources
Division: Natural Heritage Information Centre
Position Title: Natural Heritage Information Specialist
Duration: 1 Permanent
Location: 300 Water Street, Peterborough, K9J 8M5, East Region
Compensation Group: AMAPCEO
Salary: \$66,845.00 - \$82,640.00 per annum
Position Status: Open
Job Code: 18PRP - Resources Plan Mgt
Schedule: 6
Category: Consulting and Planning
Job ID: 21261

Work with a highly dedicated, conservation-minded team of professional specialists working to protect Ontario's natural heritage in this unique information management opportunity.

You will provide expertise and leadership to the Ontario Natural Heritage Information Centre (NHIC) information management and information system development activities, and coordinate the dissemination of natural heritage information to support the biodiversity conservation efforts of MNR, external conservation partners, and the public.

Qualifications: Knowledge and understanding of biodiversity, species at risk, and natural areas programs as they relate to MNR's mission of ecological sustainability; knowledge of principles/practices of information management and application of information technology to assist in identifying requirements and developing innovative strategies/approaches to address information issues; knowledge of OPS/MNR legislation and regulations related to sustainable biodiversity, I&IT, information access, privacy and data quality; demonstrated knowledge of NatureServe's natural heritage methodology; organizational, project management and leadership skills related to direction of task teams and committees to ensure successful completion of concurrent projects; analytical, problem analysis and problem solving skills to document business processes/activities and to research, interpret and assess data management and information management requirements and issues; verbal and written communication skills, including the ability to converse with a wide range of partner and government staff and prepare concise and professional reports, procedures and guidelines.

Posting Date: Wednesday, September 30, 2009

Closing Date: Thursday, October 15, 2009

Applications must be received by the end of the closing date with the Job ID number quoted.

Apply online

or send application to: Applications are [accepted online only](#). As an equal opportunity employer, the OPS will provide employment accommodations if requested. Contact the Eastern Region Recruitment Centre at:
1-866-410-8933 or (613) 547-4402

Only applicants selected for interview will be contacted.

OPS employees are required to quote their WIN EMPLOYEE ID number when applying to positions.

The Ontario Public Service is an equal opportunity employer.

Accommodation will be provided in accordance with the Ontario Human Rights Code.

Pre Screening Questions

Do you have demonstrable knowledge and understanding of biodiversity, species at risk, and natural areas programs as they relate to MNR` s mission of ecological sustainability?

Do you have demonstrable knowledge of principles/practices of information management and application of information technology?

Do you have demonstrable knowledge of OPS/MNR legislation and regulations related to sustainable biodiversity?

Do you possess demonstrated knowledge of NatureServe` s natural heritage methodology?