



**Nakiwin Azhiaaksen**  
Employment Opportunity  
**Lands Officer**

The Wiikwemkoong Unceded Territory (WUT) Department of Lands and Natural Resources (DLNR) is seeking applications from qualified individuals to apply for the position of Lands Officer. Under the direction of the Director of Lands & Natural Resources, the Lands Officer is responsible for preparing and submitting and registration of land instruments pertaining to WUT lands. The responsibilities within this position are flexible and may be adjusted according to community needs and priorities.

### **RESPONSIBILITIES**

- Assist community members in applications for land requests, land transfers, survey requests
- Lands Management including law development, land use policy, and operational planning;
- Register land transfers and surveys under the Indian Land Registry System and within DLNR GIS system;
- Assist or lead in the Additions to Reserve of acquired Fee Simple lands or Specific Claim settlements;
- Undertake research in land use management policy, law, and operational planning and evaluation;
- Assist Lands team with preliminary review and analysis of development applications;
- Carry out site inspections on related land allotments, development proposals as required;
- Responsible for the preparation of documentation/reports on land disputes and resolutions as required;
- Attend meetings to present information as required.

### **REQUIREMENTS**

- Post secondary diploma or degree in Land Use Planning, Geography, Civil Engineering or a related field.
- Three years previous experience in lands management.
- Advanced user of Microsoft Office applications and land use/GIS software.
- Knowledge of general land use planning, lands registration, and development applications processing.
- Excellent communication skills and ability to prepare and deliver presentations.
- Ability to speak Anishnaabemowin or a willingness to learn.
- Current Driver's License and access to a vehicle.

**Salary: \$65,009.00**

**Posted: December 2, 2025**

**Closing Date: December 16, 2025**

Interested applicants, please submit your application with a cover letter, current resume, three work related references, one from the most recent employer, and copies of accreditations to:

**Confidential: Lands Officer Employment Opportunity**

Wiikwemkoong Unceded Territory

19A Complex Drive, P.O. Box 112

Wiikwemkoong, ON POP 2J0

[erc@wiikwemkoong.ca](mailto:erc@wiikwemkoong.ca)

Please submit copies as there is no return of submissions. Late or incomplete submissions will not be considered. While we thank all interested applicants, only those selected for an interview will be contacted