

Forestry Certification Coordinator - Millar Western

Application deadline: October 21, 2026

Millar Western Forest Products Ltd.'s Slave Lake Pulp Division is one of Western Canada's leading producers of Bleached Chemi-Thermo Mechanical Pulp (BCTMP). Located in the heart of Alberta's boreal forest, the operation is committed to safety, environmental stewardship, sustainable forest management, and meaningful engagement with Indigenous communities.

To support a major strategic sustainability initiative, Slave Lake Pulp is seeking a **Forestry Certification Coordinator**. Reporting to the Woodlands Manager, the successful candidate will provide leadership in the development, implementation, and ongoing administration of the Sustainability and Environmental Management System (SEMS) and associated certification programs, including Forest Stewardship Council Forest Management (FSC-FM) certification. The position will also play a key role in fostering collaborative relationships with Indigenous communities through engagement, information sharing, and support of consultation activities.

Responsibilities include:

- Leading the implementation and administration of the Sustainability and Environmental Management System (SEMS).
- Coordinating activities required to achieve and maintain FSC Forest Management (FSC-FM) certification and related sustainability initiatives.
- Leading the ongoing maintenance and continuous improvement of the SEMS, including coordination of internal and external audits, reporting requirements, training programs, and investigations.
- Serving as a primary point of contact with Indigenous communities regarding forestry planning, certification, and sustainability initiatives.
- Leading engagement activities that support the development and maintenance of respectful, long-term relationships and promote Indigenous knowledge and participation in decision making.
- Coordinating community meetings, information-sharing opportunities, and collaborative initiatives.
- Supporting consultation activities and maintaining records of engagement outcomes.
- Working closely with Indigenous communities, internal departments, contractors, government agencies, consultants, stakeholders, and certification bodies to support responsible forest management and certification objectives.

The ideal candidate

The successful candidate will possess a diploma or degree in Forestry, Environmental Sciences, Natural Resource Management, Sustainability, Business Administration, Indigenous Studies, or a related discipline, combined with three to five years of relevant experience.

Experience with FSC, SFI, PEFC, ISO 14001, environmental management systems, sustainable forest management, auditing programs, Indigenous engagement, consultation processes, and project coordination will be considered strong assets.

The ideal candidate will demonstrate excellent communication and relationship-building skills, strong organizational and project management abilities, and the capacity to work collaboratively with diverse groups, including Indigenous communities, government agencies, contractors, and internal stakeholders.

Candidates must possess strong written communication skills with experience preparing reports, maintaining records, and coordinating compliance-related documentation. Proficiency with Microsoft Office applications is required.

The successful candidate will be a proactive self-starter with strong attention to detail, sound judgment, and a commitment to environmental stewardship, sustainable forest management, and respectful community engagement.

Why work for us?

Millar Western is a privately-owned company active in the forest products business for more than a century. Operating high-tech pulp mills supplied with sustainably sourced fibre, the company provides stable, full-time employment in lively, friendly communities offering an excellent quality of life.

We offer:

- an industry-leading wage and benefits program that includes a pension plan, comprehensive dental and health insurance and a profit-sharing plan
- a commitment to the highest safety standards, with a safety program recognized under Partners in Injury Reduction, Work Safe Alberta and the Premier's Award for Healthy Workplaces
- a collaborative and respectful work environment that values the skills of our people and encourages them to take on new challenges and advance within the organization
- a chance to live where you work, with no commuting or camps

This position is located in Slave Lake, Alberta, a dynamic and family-oriented community, located 255 km from Edmonton and offering excellent amenities and a great quality of life.

To Apply Visit:

<https://millarwestern.com/careers/current-openings/forestry-certification-coordinator/>

Millar Western is committed to building a diverse and inclusive workforce. We appreciate the interest of all applicants. Only those chosen for an interview will be contacted.