

## About the job:

PMET Resources Inc. is a pegmatite critical mineral exploration and development company focused on advancing its district-scale 100%-owned Shaakichiuwaanaan Property located in the Eeyou Istchee James Bay region of Quebec, Canada. The Shaakichiuwaanaan Project hosts the largest lithium pegmatite Mineral Reserve in the Americas and is one of the top 10 largest resources globally as well as hosting a significant tantalum component. The Property also hosts the largest pollucite-hosted caesium pegmatite mineral resource in the world. With this exceptional asset portfolio, Shaakichiuwaanaan is well positioned to become a leading North American hub for critical minerals.

In this stage of development, PMET is seeking a **Communications and Community Advisor** to serve as the primary point of contact between PMET and the Chisasibi community, ensuring proactive, consistent, and culturally appropriate communications.

The successful candidate will support community relations, local outreach, communications, and stakeholder engagement activities. The role is responsible for monitoring community interactions, concerns, and commitments, helping to foster trust and support PMET's commitment to responsible operations. The Advisor will work closely with the Community Relations, Environment, Exploration, Human Resources, and ESG teams.

The position will be based at the PMET office located in the Chisasibi Commercial Centre. The successful candidate must either reside in the community of Chisasibi and work a Monday-to-Friday schedule, or commute from their place of residence and work a rotational schedule of 14 days on and 14 days off.

## Primary Responsibilities:

### Stakeholder Engagement and Social Performance

- Maintain an active and positive presence in the Chisasibi community and contribute to a lasting relationship of trust with local stakeholders;
- Support communications and the flow of information to tallymen and land users;
- Participate in the implementation of planned activities, including community meetings, information sessions, public forums, and consultation activities;
- Document interactions with stakeholders, keep records up to date, and help track concerns, comments, emerging issues, and community commitments;
- Ensure the initial documentation of community grievances and their submission in accordance with established processes.
- Collaborate in identifying trends, expectations, and social issues to support tailored and responsible interventions.

### Communications and Outreach

- Prepare, adapt, and disseminate clear, consistent, and culturally appropriate community

communications through various local channels (radio, social media, presentations and various visual aids, newsletters, etc.);

- Contribute to the creation of content and informational materials related to mining, environmental, social, and local employment activities;
- Prepare the necessary materials for meetings, public events, and outreach initiatives, while ensuring the consistency of corporate messages at the local level;
- Maintain up-to-date mailing lists and community communication tools;
- Participate in cultural awareness and internal communication initiatives related to community realities.

### **Event Support and Engagement**

- Coordinate the logistics for public meetings, site visits, information booths, and other community activities;
- Track attendance, feedback, and commitments resulting from events and engagement activities;
- Support outreach initiatives related to the environment, local employment, and mining activities.

### **Administration and Coordination**

- Prepare activity reports and rigorously track community requests and commitments;
- Collaborate with internal teams to ensure the smooth flow of information and effective coordination of actions;
- Perform any other related tasks requested by the Community Relations Manager.

### **Qualification and Competencies :**

- College or university degree in a relevant field (communications, public relations, social sciences, administration, or a related field);
- Experience in community relations, communications, stakeholder engagement, or a related field;
- Experience in northern, First Nation, or mining environments is considered an asset;
- Excellent written and verbal communication skills, with strong interpersonal, listening, and diplomacy skills;
- Proficiency with Microsoft Office (particularly PowerPoint) and graphic design tools;
- Valid driver's license;
- Bilingualism (French and English) is considered a significant asset;
- Strong organizational skills, with the ability to work independently, manage multiple projects simultaneously, and document and synthesize information effectively;
- A collaborative and respectful approach, with cultural sensitivity and awareness of social and cultural issues related to northern and First Nation development.