



TSILHQOT'IN NATIONAL GOVERNMENT NEGOTIATIONS & EXTERNAL AFFAIRS

Job Description – Tsilhqot'in Sub-Table Manager(s)

Full-time, contractual position

Position Purpose

Reporting to the Lead Negotiator, the Tsilhqot'in Sub-Table Manager is responsible for guiding the Tsilhqot'in progress under the 'Nenqay Deni Accord' (http://www.tsilhqotin.ca/PDFs/Nenqay_Deni_Accord.pdf) in the area of Social, Cultural, Education, & Justice or the Declared Title Area.

Position responsibilities include but are not limited to the following:

The Tsilhqot'in Sub-Table Manager(s) in conjunction with their Provincial counterpart is responsible for the development of a:

- Sub-Table specific terms of reference;
- Five year work plan;
- Budget for specific projects;
- Meeting Schedule in conjunction with Senior Staff from the relevant British Columbia Ministries;
- Performance metrics Assessment Tool and Milestone Chart to assess progress and regularly evaluate and report annually on progress.

Within the communities the Tsilhqot'in Sub-Table Manager(s) is responsible for:

- Developing a Meeting Schedule within communities for community-centric planning;
- Working with Executive Directors of Tsilhqot'in affiliated organizations and Band Managers of each community to arrange resources to implement the approved upon work plan and solidify attendance;
- Ensuring communities are well informed and engaged with on matters of the Sub-Table.

Other Related Duties

The position attends Working Group and Leadership Table meetings (on request) and meetings of outside agencies, performs public relations as required, chairs meetings as required, serves in ad hoc and standing committees as required within the subject area.

Professional Competencies

General:

- Proven experience and success in the management of a program and/or department;
- Ability to work effectively under strict timelines and competing demands;
- Strong initiative, excellent professional judgment and commitment to providing outstanding service
- Proficiency in software applications and technology
- Demonstrated ability in working with First Nations to determine needs, analyze trends, implement strategies
- Excellent communication, presentation and reporting skills
- Ability to clearly explain the 'Nenqay Deni Accord'
- Excellent research and analysis, reporting and problem-solving skills
- Proven negotiation and facilitation skills
- Ability to work independently and as a member of a executive team
- Ability and willingness to travel
- Extensive knowledge and understanding of First Nation's needs, issues, concerns and aspirations;
- Knowledge of the Indian Act and other relevant legislation/policies as they pertain to First Nations
- Experience in working with a provincial or federal government AND First Nations governments
- Ability to develop and implement work plans in accordance with a high level vision in a timely and respectful manner

Professional Qualifications and Experience Specific to the Sub-Table:

a. Sub-Table - Social, Cultural, Education and Justice

- Possess a Post-Secondary Bachelor's degree (or equivalent combination of related education, training and managerial experience may be considered)
- Experience with the development of:
 - First Nation culture and language,
 - Healthy Children and families;
 - Healthy Communities through increasing the quality of life;
 - Innovative, preventative and restorative strategies and alternatives within the criminal justice system;
 - Successful education practices and advanced approaches to First Nation education.
- Strong understanding of the *Tsilhqot'in Nation v. British Columbia* , 2014 SCC 44, Title Declaration and Case

- Comprehensive understanding of First Nation ‘holistic health’ needs (physical, emotional, spiritual, mental, social and economic well-being) and the challenges and/or opportunities will achieving this;
- Proven knowledge of the social conditions of the Tsilhqot’in communities is an asset;
- Established network contact list and familiar with the health service providers and health supports available in the Cariboo-Chilcotin region.

b. Sub-Table - Declared Title Area Implementation

- Possess a Post-Secondary Bachelor’s Degree in resource management, law or business (or equivalent combination of related education, training and managerial experience may be considered);
- Strong understanding of land use policies, protection policies, legislation and regulations;
- Understanding of systems and procedures for all types of land transactions such as permits and leases;
- Demonstrated success in policy development and implementation
- Ability to work within traditional and modern concepts of land management
- Strong geographical, cultural, historical and environmental understanding of the Xenigwet’in (Nemah Valley) area or proven success in gaining extensive local First Nations knowledge

Please submit a cover letter, resume and three employment references, specifying which Sub-Table you are applying for. Attention: Crystal Verhaeghe, Lead Negotiator - Fax: 250-398-5798; Email: hnemeth@tsilhqotin.ca.

Deadline for resume submission: December 8, 2016 by 3:00pm
Only those invited to interview will be contacted

Preference will be given to those of Aboriginal Ancestry-Section 16 (Canadian Human Rights Act).

Tsilhqot'in National Government – 253 Fourth Avenue North, Williams Lake, BC V2G 4T4