



Okanagan Nation Alliance

101 -3535 Old Okanagan Hwy, Westbank, BC V4T 3L7

Phone (250) 707-0095 Fax (250)707-0166

www.svilx.org

EMPLOYMENT OPPORTUNITY

Nation Planner, Justice Term, 1 year

Are you interested in working in a fast paced, developmental, dynamic work environment with an innovative, decolonizing, trauma informed, syilx-Okanagan centered approach?

The Okanagan Nation Alliance (ONA) is the Tribal Council for the syilx Okanagan Nation. The ONA's mandate is to advance, assert, support and preserve the syilx Okanagan Nation Title and Rights. Further, the ONA is charged with providing members with a forum to discuss and form positions on areas of common concern.

The ONA is currently interested in employing a **Nation Planner, Justice**. Accountable to the Wellness Manager, the Nation Planner, Justice will be responsible for working with syilx communities to develop a collective Nation based Justice Strategy with a focus on diversion and supporting communities with community-based justice plans as requested.

Key Responsibilities

Research and Analysis

1. Conduct research and analysis, synthesize and interpret information and develop reports and recommendations with supporting information.
2. Conduct needs assessments, literature reviews and compile annotated bibliographies as required.
3. Remain current on policy and legislation as it pertains to First Nations.
4. Community engagement including community consultation, interviews, focus groups, and surveys.

Technical Support

1. Coordinate and engage community, community partners, committees and working groups.
2. Create short and long-term nation-based plans and strategies.
3. Develop and implement the process to create nation plans.
4. Create and implement specific strategies as required.
5. Monitor, evaluate and follow up where required.
6. Ensure effective communication with Wellness Committee.
7. Produce briefing notes, backgrounders, discussion papers and position papers, tribal council resolutions, and presentations, including interpretation of policy for senior management, leadership and external partners.
8. Provide technical support to Wellness Committee and Leadership as required.

Project Management

1. Assume the role of project lead and ensure the planning, implementation, monitoring, controlling and evaluation components are all effectively completed.

Manage assigned budgets associated with managed projects and ensure reporting requirements are met.

Qualifications and Competencies

The position will require the following qualifications, values and competencies.

Qualifications

Master's Degree in Social Work, Public Administration, Health, Indigenous Studies or other relevant field and (3) three years related work experience with research and data analysis or an equivalent combination of education and experience.

Knowledge, Skills and Abilities

1. Proven knowledge and experience with policy research, analysis, planning and development.
2. Experience creating strategies and managing projects and/or project components.
3. Experience working productively with internal and external stakeholders.
4. Strong knowledge of various government policies and legislation.
5. Superior critical thinking and the ability to generate ideas.
6. Ability to work closely with syilx Elders and community members to ensure inclusion of traditional and cultural knowledge.
7. Excellent mediation and conflict resolution skills.
8. Demonstrated organizational, time management and presentation skills.
9. Ability to use Microsoft Office, project management and budgeting software tools.

Salary Range: Grade 10: \$31.51 to \$42.63 (depending on skills, education and experience)

Application Procedures: Please send a current resume and covering letter to:

Human Resources
Okanagan Nation Alliance
#101 – 3535 Old Okanagan Hwy,
Westbank, BC V4T 3L7
Email: WellnessHR@syilx.org
COMPETITION OPEN UNTIL FILLED

Thank you for your interest. No Phone Calls Please only those short-listed will be contacted