



Okanagan Nation Alliance

101 -3535 Old Okanagan Hwy, Westbank, BC V4T 3L7
Phone (250) 707-0095 Fax (250)707-0166 www.syilx.org

EMPLOYMENT OPPORTUNITIES

Jordan's Principle Regional Service Coordinator

The Okanagan Nation Alliance (ONA) is the Tribal Council for the Syilx Nation. The ONA's mandate is to advance, assert, support and preserve 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 seeking an enthusiastic and detail-oriented **Jordan's Principle Regional Service Coordinator (RSC)**. The RSC will work within the Jordan's Principle Service Coordination Team to strengthen data gathering, analysis, policy development, and research activities. This role supports the continuous improvement of Jordan's Principle services and ensures data-driven, culturally grounded decision-making that enhances wellness outcomes for Syilx children and families.

Scope of Position

Working collaboratively with other ONA Wellness Team members and under the direction of the Jordan's Principle Lead, the RSC will contribute to the development and implementation of data frameworks, research processes, and policy recommendations that support Jordan's Principle programming. This position will lead data collection, analysis, and reporting efforts to identify service gaps, evaluate program effectiveness, and support advocacy through evidence-based recommendations. The RSC will also provide one-to-one support to communities within the interior region and ensure information sharing and collaboration between ONA and community staff.

Key Duties and Responsibilities:

- Gather, analyze, and interpret qualitative and quantitative data related to Jordan's Principle services, community needs, and outcomes.
- Develop reports, briefing notes, backgrounders, and recommendations to improve Jordan's Principle service delivery and coordination.
- Create and maintain data tracking systems in alignment with ONA and Indigenous Services Canada (ISC) requirements.
- Monitor and summarize relevant policy and legislative developments impacting First Nations children and families.

- Contribute to the design and implementation of culturally grounded data tools and research methods guided by Syilx Data Governance principles.
- Support the development and interpretation of ONA policies and procedures related to service coordination and wellness.
- Liaise with community health, education, and social development staff to ensure a continuum of care and coordination of supports.
- Provide information and awareness about Jordan's Principle through presentations, information sessions, and reports.
- Participate actively in the ONA Wellness Team, supporting integrated, data-informed planning and evaluation.

Qualifications and Experience:

- Master's degree in Social Work, Indigenous Studies, Public Administration, Health Sciences, or a related field, plus three (3) years' relevant experience in research, policy, or service coordination; or an equivalent combination of education and experience.
- Experience with data collection, analysis, or program evaluation in Indigenous or community-based settings.
- Understanding of Jordan's Principle—its history, purpose, and role in supporting First Nations children and youth.
- Knowledge of Syilx cultural principles and ability to apply Indigenous methodologies in research and policy work.
- Demonstrated ability to analyze data, synthesize findings, and communicate effectively.
- Strong interpersonal and facilitation skills; able to collaborate with families, communities, and multidisciplinary teams.
- Excellent technical and written communication skills, including report and policy writing.
- Proficiency with Microsoft Office and data management software tools.
- Current RCMP Vulnerable Sector Check (required).
- Reliable vehicle, valid BC Driver's License, and clean driver's abstract.
- Flexible work hours, including evenings and weekends, as required.
- Indigenous ancestry preferred.

Hours of work: 40 hours per week.

Rate of Pay: \$35.23- \$47.66 hourly

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 Fax: (250) 707-0166
COMPETITION OPEN UNTIL FILLED

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