



STK'EMLUPSEM C TE SECWEPEM C NATION

As represented by the Tk'emlups te Secwepemc and the Skeetchestn Indian Band
We don't have a political mandate, We have a responsibility, We are yecminme7

Employment Opportunity

Stk'emlupsemc te Secwepemc Nation (SSN), comprised of Tk'emlups te Secwepemc (TteS) and Skeetchestn Indian Band (SIB), is a historical and traditional Caretaker Unit of the Secwepemc Nation. The SSN is the governing organization responsible for matters and projects within SSN territory.

GOVERNMENT-TO-GOVERNMENT COORDINATOR: The Government-to-Government (G2G) Coordinator is primarily responsible to act as a liaison, and primary point of contact between the SSN Joint Council, the Executive Negotiation team, and the SSN Director of Operations (DOO), as this relates to the SSN's work on Title and Rights initiatives. This position takes day to day task direction from the DOO but will also take strategic and operational direction from members of the Joint Council, and participants within the Executive Negotiating team.

Key responsibilities include:

The Government to Government Coordinator will perform a wide range of duties including some or all of the following:

- Develop strategies consistent with SSN Leadership's direction and assist with implementation of the strategies created;
- Assist with negotiation strategies and plans, with legal and technical assistance from the DOO, as directed by the Joint Council and Executive Negotiating team;
- Support interim collaborative G2G agreements leading to longer-term agreements in resource sectors such as mining, lands, environmental assessment, archaeology, fish & wildlife;
- Communicate negotiation strategies and mandates to the DOO, SSN Technical Team and department managers; Attend meetings as required that include but are not limited to: SSN Technical staff, SSN leadership, provincial and federal departments, and industry proponents
- Collaborate with the SSN Negotiating Team, SSN Executive and DOO, in the development of discussion papers, terms of reference, policy proposals and other documents as required;
- Be receptive to opportunities for personal skill development, and willing to travel as required to assist with the goals and objectives of the SSN;
- **All other related duties as required.**

Qualifications:

- Completion of Secondary school **is required**;
- Completion of a post-secondary undergraduate degree in Business Administration, Commerce, Law or a related discipline **is required**;
- **Must have** previous experience in an Intergovernmental First Nations role at either the Provincial or Federal level
- **Must possess** a strong understanding of Secwepemc culture, tradition and history;
- **Must have** previous experience in negotiating G2G agreements;
- **Must have** previous experience in Federal, Provincial and/or First Nation environmental assessment laws and regulations;
- Highly experienced in issues management with the ability to achieve consensus **is desired**;
- **Must possess** a very strong command of the English language in both written and oral form.;
- **Must be proficient** in the use of Microsoft Office suite (Excel, Word, PowerPoint, SharePoint),
- **Must have** excellent time management and organizational skills;
- Discretion with confidential information **is required**;
- **Must have** the ability and flexibility to be able to work outside of normal office hours with short notice

and for sometimes long periods of time - including some travel if needed.

- **Must have** a valid Class 5 BC Drivers' License and use of a reliable personal vehicle if needed.

Remuneration: Commensurate with this position and relevant experience

Hours of Work: Full-time; Normal day shift – 7 hours. Non-normal shift may be required

Position Term: One-year contract, with the possibility of extension – subject to funding.

Application Deadline: **September 14, 2020 at 2:00 PM PST**

Submit cover letter and résumé to the attention of: Jordann Hazelwood

Stk'emlúpsemc te Secwépemc Nation

P.O. Box 188, Savona, BC V0K 2J0

Tel: 250-373-0023 Fax: 250-373-0025

Email: careers@stkemlupsemc.ca

The SSN thanks all applicants for their interest; only applicants shortlisted will be contacted.