



STK'EMLUPSEMC TE SECWPEPMC NATION

As represented by the Tk'emlups te Secwepemc and the Skeetchestn Indian Band

Job Posting: Project Assessment Lead

DEPARTMENT: Stk'emlupsemc te Secwepemc Nation (SSN)

POSITION/TITLE: Project Assessment Lead

TERM: Full-time Permanent

Position Summary:

Under the direction of the Director of Operations, the Project Assessment Lead is **responsible for the coordination and implementation of SSN's Project Assessment Process* for major projects within the SSN territory.** This includes coordination of the SSN's traditional governance and decision-making process (the SSN Project Assessment Process) as well as engagement and integration with applicable federal and provincial regulatory processes, to ensure projects are assessed in a manner that respects the SSN's customs, traditions, laws and decision-making authority.

Key Responsibilities Include:

- Develop and implement SSN Project Assessment work plans and budgets;
- Analyze and assist in the negotiation of government-to-government, capacity funding and engagement agreements with Canada, BC, and industry proponents;
- Develop and present regular project updates to SSN Joint Council, Technical Working Group and other committees as required;
- Coordinate SSN Panel, comprised of family representatives, Councils, elder advisors, youth advisors, and traditional/cultural advisors
- Liaise with legal and negotiation teams in the development of response letters and correspondence;
- Coordinate and manage SSN Assessment Team including Human Resources management and performance reviews;
- Coordinate expenditures under approved Project Assessment budgets;
- Develop additional project-related budgets for review and approval;
- Liaise with other SSN, Skeetchestn and Tk'emlups staff to support the SSN's strategic plan and Project Assessment plans;
- Participate in meetings and workshops as required to support project engagement coordination;
- Ensure SSN Title and Rights are communicated, acknowledged and upheld at all times;
- Other duties as required.

Other Requirements Include:

- Experience coordinating and facilitating multi-stakeholder meetings, workshops and projects
- Ability to foster strong working relationships with management, staff, community members, professional colleagues, industry representatives, and government agencies;
- Knowledge of mining and environmental assessment legislation and operations, with an understanding of how these impact Aboriginal interests including Title and Rights.
- Ability to communicate and uphold Aboriginal interests to industry and government;
- Superior interpersonal, presentation and communication skills (written and verbal);
- Proficient use of information technology specifically MS 365 environment (i.e. SharePoint, PowerPoint, Excel, Word, Outlook)

- Advanced analytical, research and engagement skills;
- Valid Class 5 driver's license and vehicle;
- Ability to navigate and work in remote locations;
- Ability to work flexible hours (i.e., short-notice or extended hours).

Other Qualifications, Knowledge, Skills and Abilities:

- Completion of a post-secondary degree/diploma/certificate and/or relevant work experience;
- Training or study in environmental science, communications, or law would be an asset;
- Preference will be given to members of the Secwépemc Nation or individuals of Aboriginal descent;
- Applicants should have a strong understanding of Secwépemc culture, tradition and history.
- Stk'émłúpsəmc te Secwépemc Nation (SSN) consists of the Tk'émłúps te Secwepemc (TteS) and Skeetchestn Indian Band (SIB) which is a historical and traditional Caretaker Unit of the Secwépemc Nation. The SSN is the governing organization responsible for matters and projects within the SSN territory.

Project Assessment Process*:

In relation to our Declaration of Title, SSN developed our project assessment process which will run alongside, and where appropriate, collaboratively with provincial and federal regulatory processes. Our process is inclusive rather than exclusive and assesses projects using our laws and governance, which includes assessments representing our cultural perspectives, knowledge and history. This process is comprised of several components such as independent expert reviews, an SSN Review Panel and SSN assessments designed to review and assess both tangible and intangible impacts of the project, such as those impacts of cultural and spiritual nature. The purpose of the SSN Project Assessment Process is to:

“Facilitate informed decision making by the SSN Communities in a manner which is consistent with our laws, traditions, and customs and assesses project impacts in a way that respects our knowledge and perspectives.”

Remuneration: Commensurate with this position and relevant experience

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

Application Deadline: **January 14, 2022 at 4:00 PM**

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

Stk'émłúpsəmc te Secwépemc Nation

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.