

Link to apply: <https://Stkemplups.scouterecruit.net/jobs/254370>



Director of Operations

Job No: 254370 Location: Kamloops, BC

- **Make a lasting difference to Stk'emplupsemc te Secwepemc Nation**
- **Ensure the preservation of cultural identity, ancestral lands, land, environment, and languages of the SSN**
- **Earn a competitive salary of \$125,000 to \$150,000 negotiable based on skills and experience, and comprehensive benefits!**

About Stk'emplupsemc te Secwepemc Nation (SSN)

The SSN consists of the Tk'emplúps te Secwépemc and Skeetchestn Indian Band, one of the seven historic "Divisions" of Secwepemc Nation. The Stk'emplúpssemc te Secwepemc Nation is responsible for Aboriginal Title and Rights on their Territory. In 2007 a Resource Sharing Protocol MOU was created to manage the conservation, negotiations and management of resources on Tk'emplúps te Secwepemc and Skeetchestn Indian Band's shared territory forming SSN. In 2008, SSN signed the New Afton Participation Agreement establishing a cooperative and mutually beneficial relationship between New Gold and the bands. The Participation Agreement with New Afton is a framework for communication, collaboration and cooperation. It facilitates the regulatory approval, financing, development and operation of the New Afton Project in an efficient, culturally relevant and environmentally sound manner and provides the Kamloops Division with economic opportunities and social and financial benefits, including employment, education, training and business opportunities. In 2010 SSN signed the Economic and Community Development Agreement (ECDA), which outlines mineral tax-revenue sharing with the government, one of the first in Canada.

To learn more about us, please visit: stkemplups.ca/

About the Opportunity

Stk'emplupsemc te Secwepemc Nation (SSN) has an exciting opportunity for a full-time **Director of Operations**, based in **Kamloops, BC** (You must reside within Kamloops or the surrounding areas).

In this position, you will be primarily responsible for performing a critical role in defining leadership initiatives that will impact this organization's success. Ultimately, the Director of Operations will be responsible for implementing key initiatives and will play a major role in determining the degree of success of specific objectives established jointly by the Joint Council and the Director of Operations.

Your responsibilities include, but are not limited to:

- Facilitating collaborative relationships with other First Nations executives, Councils, government officials, and industry decision-makers to foster cooperation and mutual growth within the community
- Providing oversight of administrative staff in day-to-day operations to ensure the efficient functioning of the community
- Ensuring staff accountability and adherence to their terms of employment to contribute to the community's success
- Communicating and preparing strategic plans for review and adoption under the direction of the Joint Council to guide the community's future
- Monitoring various partnership agreements established with Economic Development, including approved agreements, practices, policies, budgets, standards, and guidelines
- Assisting the finance team in developing, reviewing, implementing, and administering policies, reporting documentation, and agreements to ensure financial stability and compliance
- Collaborating with Economic Development to develop business plans and assess Economic Development benefits for the organization as a whole, under the direction of the Joint Council and the SEI Board of Directors
- Providing monthly verbal and written reports to Council meetings to keep stakeholders informed about progress and challenges
- Offering briefing notes as needed on potential proposals from interested partnerships, guidelines, and policies, ensuring compliance with applicable legislation
- Monitoring compliance with partnerships, funding agreements, and internal funding templates to safeguard the community's interests
- Sharing information with external organizations as necessary, including auditors, to maintain transparency and compliance with regulations
- Liaising with internal and external stakeholders to provide management expertise and support, fostering strong relationships for community growth
- Overseeing the overall organizational annual budget under the guidance of the Joint Council and the finance team to ensure financial sustainability
- Attending special meetings as required by the Joint Council and responding to inquiries, such as Executive meetings, to address community matters efficiently and effectively

More About You

In order to qualify for this role, you must have a minimum of **3 years of experience** in a similar role (project management experience will be considered an asset). Preference will be given to candidates with **First Nations/Indigenous ancestry**.

The following skills and experience will be crucial for this role:

- Profound understanding of Secwepemc Title and Rights, essential for effective leadership in a First Nations community
- Strong Human Resources expertise, enabling effective management and mentorship of staff
- Extensive experience in budgeting and finance, ensuring financial stability and growth

- Exceptional decision-making skills and sound judgment in strategic decision-making
- A genuine interest in leading, mentoring, and collaborating with others across the organization
- Demonstrated ability to provide business leadership while reinforcing cultural operational excellence
- Proven capability to inspire respect, loyalty, and affection, facilitating the attraction and retention of top talent and breaking down organizational silos
- Strong communication skills, sharp business acumen, and financial expertise to determine key profit and loss factors and swiftly implement actionable plans
- A successful track record in leading private/non-profit First Nations operations
- A proven ability to strengthen collaborative relationships and navigate cultural and economic barriers within First Nations councils

To succeed in this role, you must be a community-oriented, approachable, and inspirational leader.

About the Benefits

In exchange for your hard work and dedication, you will receive a highly competitive salary of **\$125,000 to \$150,000**, negotiable dependent on experience, along with a great host of benefits, including:

- 4 weeks of vacation to start
- Extended health, dental and vision
- 5.5% RPP matching
- Life insurance
- 2 weeks paid vacation at Christmas time

If you align with our values and are interested in progressing your career with us, apply today!

Stk'emlupsemc Te Secwepemc Nation

A deep connection to the land is vital to our Nation. It is the land that gives us our deep sense of place and our sense of self. The work of the Nation really began in the 1800's with the original eight tribes. Today the only two tribes remaining are known as T'Kemlups and Skeetchestn. Wisely guided by our ancestors, our internal fires burning, we are always reminded to work in collaboration for our people.

Scan the QR Code to Apply

