



# Okanagan Nation Alliance

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

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## EMPLOYMENT OPPORTUNITY

### Family Decision Making Coordinator

The Okanagan Nation Alliance (ONA) is the Tribal Council for the eight member communities of the Okanagan Nation which includes Osoyoos Indian Band, Upper Nicola Band, Upper and Lower Similkameen Indian Bands, Penticton Indian Band, Westbank First Nation, Okanagan Indian Band and the Confederated Tribes of the Colville Reservation. 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.

#### Key Duties and Responsibilities:

The ONA is seeking to employ an enthusiastic individual to work as Family Decision Making Coordinators within the Wellness Department. The position reports to the Family Decision Making Team Lead, and will be responsible to complete tasks related to the implementation of the Family Decision Making model according to standards and project time lines.

#### Core Key Deliverables for these positions are:

- Coordination and facilitation of Family Decision Making circles and processes for families, communities and supports who need to come together to make decisions about their children.
- Development of a positive working relationship with communities and partners to implement the Family Decision Making model.
- Implementation of the Quality Assurance model which includes maintenance of systems for data collection, file management, reporting and ensuring the integration of the model with other programs and services.

#### Qualifications and Experience:

- A minimum of Bachelor of Social Work degree or Child and Youth Care.
- Must have at least 2 years' child welfare experience.
- Working knowledge of CFCSA, Family Law Act and MCFD policy and procedures.
- Energetic and self motivated with demonstrated written, oral and presentations skills.
- Working knowledge of computer software including MS office (Word, Excel, Access and PowerPoint).
- A reliable vehicle and a valid class 5 driver's license.
- Criminal records check required.
- Willingness and ability to work flexible hours, which will include evenings and weekends.
- Aboriginal ancestry preferred.

**Hours:** Full Time - 37.5 hours per week.

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

**Holly Hutton, Wellness Program Assistant**

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Email: [WellnessHR@syilx.org](mailto: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