REQUEST FOR EXPRESSION OF INTEREST
Director, Upper Columbia Salmon Reintroduction Initiative (UCSRI)

ROLE BACKGROUND
The Syilx Okanagan, Ktunaxa and Secwepemc Nations, and the Government of Canada and the Government of British Columbia have committed to work together on an urgent basis to achieve the goal of identifying common interests, developing and exploring the feasibility of options, and taking appropriate collective action to re-introduce anadromous salmon into the Canadian portion of the Upper Columbia River Basin. To demonstrate their respective interests and commitment to work together in this Indigenous-led initiative, the Parties signed a Letter of Agreement on July 29, 2019.

The five Parties are engaging the services of a full time Director to assist them in the delivery of the above overall goal. The Director is employed/contracted by the Okanagan Nation Alliance (ONA) as the contracting agency for the impartial Secretariat for this initiative, is accountable to the UCSRI and receives functional direction from the initiative’s Executive Working Group (EWG) and Implementation Team (IT) through the IT Chair.

OPPORTUNITY
This is a once-in-a-lifetime career opportunity for a visionary self-starter with proven skills in diplomatic facilitation, negotiation and dispute resolution processes, and collaborative management of highly complex projects. This is an unprecedented Indigenous-led reconciliation initiative to return salmon to the source of the Columbia River. The required responsibilities, qualifications and skills associated with this position are outlined in the Job Description included below.

PREFERRED QUALIFICATIONS
• Minimum of a Masters Degree or equivalent professional experience.
• Five to seven years of progressively responsible project management experience.
• Senior management experience with respect to the development, implementation and evaluation of strategic plans and annual operating/work plans and budgets.
• Experience working with Indigenous communities and governments.
• Experience working with intergovernmental mechanisms or processes.

EXPRESSION OF INTEREST (EOI)
Your EOI, in confidence, must include:
• Your relevant qualifications and experience that you would bring to this position.
• References.
• Expected remuneration on the basis of a 40 hour work week.
• Disclosure of any potential conflicts of interest that may impact your ability to fulfill this position in an impartial manner.
• Your availability to begin this work.

SUBMISSION DEADLINE
EOI proposals for the position of UCSRI Director must be submitted by 5pm PST, Friday May 29, 2020.
Send your proposal by email with the subject line “UCSRI Director EOI” to:

David Leroux, Human Resources Manager
Email: dleroux@syilx.org
(250) 707-0095 ext 210

*Only those shortlisted will be contacted.*
JOB DESCRIPTION

Director, Upper Columbia Salmon Reintroduction Initiative (UCSRI)

Key Responsibilities

1. Designing, developing, implementing, reporting and evaluating UCSRI’s operations, processes and policies (e.g. Strategic Direction Framework).
2. Providing strategic, communications, logistical, financial management and administrative support.
3. Analyzing and developing regular status and progress reports on various issues/activities.
4. Providing strategic advice, analysis and briefings to the Executive Working Group (EWG) and the Implementation Team (IT) on priority issues and the development of agendas for EWG and IT meetings in consultation with the EWG and IT Chairs.
5. Delivering and making operational the broad policy and program objectives of the EWG and the IT. The Director's responsibilities are continually shaped by UCRSI's emerging and evolving priorities and may be adjusted and refined as appropriate by the IT.
6. Developing, managing and implementing annual goals, work plans and budgets under the general direction of the IT and the approval of the EWG.
7. Supervising staff and contractors.

Qualifications

• Minimum of a Masters Degree or equivalent professional experience.
• Five to seven years of progressively responsible project management experience.
• Senior management experience with respect to the development, implementation and evaluation of strategic plans and annual operating/work plans and budgets.
• Experience working with Indigenous communities and governments.
• Experience working with intergovernmental mechanisms or processes.

Specialized Knowledge

• Knowledge and experience related to natural resource management aquatics and fisheries and integration of eco-system management.
• Knowledge of financial and contract management and reporting requirements of the Federal and Provincial Governments and funding agencies.
• Knowledge of and experience in human resources management.
• Knowledge and experience related to facilitation, negotiation and dispute resolution processes.

Skills and Abilities

• Ability to work independently and to be self directing and self-motivated with excellent time management skills.
• Ability to build effective interpersonal relationships from community level to government levels.
• Ability to work collaboratively with the EWG and the IT in establishing goals and preparing budgets and funding proposals.
• Ability to facilitate meetings and other forums.
• Ability to think strategically while also paying attention to detail.
• Ability to adapt to changing working environments and priorities.
• Demonstrates an understanding of First Nations values, culture, history, communities and traditional territories.
• Demonstrates strong interpersonal skills and a sound knowledge of governance principles.
• Demonstrates proficiency in the use of computer programs for word processing, databases, spreadsheets, email and the internet.
Working Conditions

- Receives minimal supervision with guidance from the ONA in addition to direction and intermittent updates from the IT Chair with respect to accountabilities of the work performed.
- Requirement for extensive travel to multiple organization locations.
- Work week of 40 hours, with requirement, on occasion, to work some non-standard hours to attend meetings or events.

Compensation

Salary range is highly competitive and commensurate with the position’s responsibilities, plus benefits, and approved expenses.

Location

The Okanagan Nation Alliance (ONA) is the contracting agency supporting the impartial Secretariat for this initiative. Due to COVID-19, the UCSRI Secretariat currently operates through virtual online processes. Office space for the UCSRI Director is available at the ONA Main Office, located in Westbank, BC, as operational circumstances permit.

Okanagan Nation Alliance
101-3535 Old Okanagan Hwy.
Westbank BC
V4T 3L7

Start date

Expected start date for this position is as soon as possible.